

CITY OF MENASHA
Plan Commission
Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha
May 20, 2008

DRAFT MINUTES

1. CALL TO ORDER

Mayor Merkes called the meeting to order at 3:34 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A.

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, DPW Radtke, Ald. Benner, and Commissioners Schmidt, Cruickshank, and Sturm.

PLAN COMMISSION MEMBERS EXCUSED: Norm Sanders

OTHERS PRESENT: CDD Keil, AP Beckendorf, Ald. Steve Pack, Bonnie Delfosse, James Taylor, Pastor Mike Huff, Bob Acord, Joanne Roush, and Ald. Dan Zelinski

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. May 6, 2008 Plan Commission Meeting Minutes

Moved by Alderman Benner, seconded by Comm. Schmidt to approve the May 6, 2008 Plan Commission meeting minutes.

Motion Carried on voice vote

Results:

4. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

A.

Ald. Steve Pack, 823 Emily Street, spoke about the merits of selling 81 Racine Street and 504 Broad Street to Dr. Larsen.

Joanne Rausch, 409 Cleveland, spoke against selling the properties at this time and suggested the city instead look at all other options.

James Taylor, 340 Broad Street, stated that the city can accommodate NorthStar in one of the other empty

downtown buildings rather than building a parking lot at 81 Racine and 504 Broad. Mr. Taylor also stated that there is ample parking in the downtown. Mr. Taylor then commented on the site plan amendment of Trinity Lutheran Church. There are lighting issues, landscaping has not been installed, and the school's park should close at night.

5. DISCUSSION

A. None

6. ACTION ITEMS

A. Sale of 81 Racine Street and 504 Broad Street

Moved by Comm. Cruickshank, seconded by Comm. Schmidt to recommend that the city retain ownership of 81 Racine and 504 Broad with the understanding that staff will work with the businesses desiring parking to identify needs and alternatives.

CDD Keil reviewed the history leading up to the current proposal. He then explained that the council took action in 2004 to condemn the properties with the purpose of retaining them for greenspace and parking. A corridor plan was then developed for the Third/Racine Street corridors which agreed with the intended use as directed by the council. Based on this direction, Otter Creek was engaged to prepare a design which incorporated greenspace and some parking. The plan was advanced to the Council by the Plan Commission and returned to the Plan Commission for reconsideration. The plan was then returned to the Council with the recommendation that parking be public to preserve options for potential future site development. The Council then sent the plan to the Redevelopment Authority and the Plan Commission for further consideration. The Redevelopment Authority recommended minimal landscaping and marketing the site. An offer to purchase was reviewed by the Council at the May 19 meeting but state statutes dictate that action must first be taken by the Plan Commission before the Council can take action.

CDD Keil stated that the Plan Commission's original recommendation was for a well-conceived plan that would help to soften a hard corridor. Further direction has been given by the RDA that the city should concentrate on the marketability of the Third Street corridor at this time. However, if the properties are sold, the city would have additional funds for Third Street enhancements and would fill a local business need.

Commissioners discussed the following:

- The city had a good plan that accommodated the needs of the business.
- The Plan Commission's original recommendation was sound.
- Costs of implementing the original plan for greenspace and parking.
- The short-sightedness of privately owned parking in a downtown.
- Whether every business in the downtown needs its own parking lot.
- Working with the business to accommodate their needs while retaining ownership of the properties.
- The possibility of utilizing on-street angle parking.
- The possibility of leasing the properties.
- Safety concerns with crossing Racine Street to reach the Broad Street parking lot.
- If parking is developed on the properties, it should be public.
- The possible use of traffic calming measures at the Broad/Racine intersection.

Motion Passed
Results:

Roll Call:

AYES: Benner
 , Cruickshank
 , Merkes

(6)

, Radtke
, Schmidt
, Sturm

ABSENT: Sanders

(1)

B. Site Plan Amendment - Foursquare Crossroads Church - London Street

Moved by DPW Radtke, seconded by Comm. Sturm to approve the site plan amendment of Foursquare Crossroads Church.

CDD Keil described the proposed changes which include the extension of a driveway from the rear parking lot to the front parking area and placing the north plantings in a grouping rather than a straight line.

Motion Carried on voice vote

Results:

C. Site Plan Amendment - Trinity Lutheran - 300 Broad Street

Moved by DPW Radtke, seconded by Comm. Sturm to approve the site plan amendment for Trinity Lutheran, 300 Broad Street, with the condition that area "A" be developed in conformance with the plan submitted by CDD Keil as modified to extend junipers along the length of the house with sand cherry trees added at each end for variety.

CDD Keil described the proposed amendment to alter the transitional area in the northwest region of the church grounds and described an alternate plan prepared by city staff. The alternate plan shows a mix of junipers and sand cherry trees along the property line shared by Ms. Delfosse.

Commissioners discussed the following:

- The width and grade of the proposed planting area.
- The addition of slats to the chain link fence bordering Ms. Delfosse's rear yard.
- Extending the junipers to at least the length of the house.
- Asking the church to alter their lighting, such as shielding or shutting it off at night.

Motion Carried on voice vote

Results:

D. Acceptance of Transfer of Outlot 1 for Stormwater Pond - Southfield West Plat

Moved by DPW Radtke, seconded by Comm. Cruickshank to recommend approval of the transfer of Outlot 1 of Southfield West plat for stormwater pond.

CDD Keil explained that it was the city's intention from the beginning to own this property.

Motion Carried on voice vote

Results:

E. Plan Commission Resolution - 01-2008 - Recommending Adoption of the City of Menasha Year 2030 Comprehensive Plan

CDD Keil explained that before the city can release the plan for public hearings, the Plan Commission needs to adopt the plan.

Commissioners discussed the following:

- Changes to the Table of Contents
- The soils map should also show town soils
- The existing and proposed Land Use maps should show town land use as well

This item was held over to allow Commissioners additional review time.



7. ADJOURNMENT

A.

Moved by Comm. Schmidt, seconded by DPW Radtke to adjourn at 5:28 p.m.

Motion Carried on voice vote

Results: