

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
January 5, 2010
MINUTES

A. CALL TO ORDER

The meeting was called was called to order at 3:35p.m. by Mayor Donald Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Cruickshank and Sturm

OTHERS PRESENT: CDD Keil and Bob Drifka

C. MINTUES TO APPROVE

1. **Minutes of the December 22, 2009 Plan Commission Meeting**

Moved by Comm. Schmidt, seconded by Ald. Benner to approve the December 22, 2009 Plan Commission meeting minutes.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. **Annual Comprehensive Plan Review – Identification of Issues/Opportunities to be Considered and Comprehensive Plan Sustainability Assessment**

Commissioners reviewed the comprehensive plan sustainability assessment first prepared by ECOS-Fox Valley committee members and recently updated by Roger Kanitz. The Sustainability Board will be advancing its comments on the assessment after its next meeting. Mayor Merkes requested that a listing of the Comprehensive Plan issues identified to date be compiled for the next Plan Commission meeting.

2. **Dedication of Access Easements as Public Streets – Midway Crossings Development – Bob Drifka**

Bob Drifka, developer of the Midway Crossing commercial center at Midway Road and Oneida Street, requested that the Plan Commission consider dedication of the existing driveway access easements as public streets.

Plan Commissioners discussed:

- DOT and Calumet County driveway/street access requirements
- ROW and driveway/street width
- Additional costs to the city for maintaining more public streets
- Timing and coordination of city plowing with private snow removal
- Potential for enhancing lot marketability with public streets
- Pedestrian Access

CDD Keil is to contact Calumet County and DOT to inquire about permitting for converting the existing driveway access to public streets. DPW Radtke is to check on minimum ROW standards for inclusion of street mileage in road aids.

G. ACTION ITEMS

1. **Driveway Easement Release – Natures Way**

CDD Keil reported that he had contacted the developer regarding his progress in obtaining easement releases and that contact had been made with Outagamie County concerning their portion of the easement. Progress will be reported at the next Plan Commission meeting.

2. **Extraterritorial CSM – Town of Menasha – Appleton Road**

Commissioners discussed utility easements.

Moved by DPW Radtke, seconded by Comm. Homan to approve the extraterritorial CSM, Town of Menasha - Appleton Road with the understanding that CDD Keil is to make inquiry with Menasha Utilities concerning the easement and whether splitting the parcel would impact their facilities.

The motion carried.

H. ADJOURNMENT

Moved by Ald. Benner, seconded by Comm. Homan to adjourn at 4:25 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director