

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
May 21, 2013
MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:35 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Cruickshank and Sturm.

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan and John Davel.

C. MINUTES TO APPROVE

1. **Minutes of the April 23, 2013 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by Ald. Benner to approve the April 23, 2013 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. **Zoning Designation – 428 Sixth Street**

CDD Keil reviewed the drawings showing the zoning classifications of the subject parcel and others in the vicinity. The parcel is currently zoned C-1 General Commercial, the Future Land Use Plan calls for low density residential. Commissioners discussed:

- The suitability of the site for commercial use.
- The area and depth of the parcel and possibilities for splitting it into two lots.
- The C-1 zoning designation of the predominantly residential uses in portions of the Sixth and Racine Street corridors.
- Whether a comprehensive approach should be taken to rezoning properties in these corridors.

Consensus was that staff should conduct an evaluation of these considerations and report back to the commission in fall.

2. **Lot Split – Lot 10, Province Terrace**

CDD Keil reviewed the environmental conditions on the parcel related to shore yard and wetland protective area setbacks. It was noted that the asking price on this lot had been adjusted to account for the reduction in buildable area associated with these restrictions. Commissioners discussed:

- Relationship of Lot 10 to the adjoining storm water pond.
- Relationship of the Province Terrace trail to the lot and whether the planned trail location should be on the east or west side of the street.
- Desirability of additional open space/natural area in the neighborhood.

Consensus was that Public Works should evaluate the feasibility of relocating the trail to the east side of Province Terrace and that a lot line and dimensions should be brought back related to the lot split.

3. **Amendment to Section 13-1-31 (e)(3) of the Menasha Code of Ordinances – reduction in the minimum lot depth requirement from 245 feet to 235 feet**

CDD Keil described the relationship of this item to Action Item 1 below, where the existing platted lot does not meet the minimum lot depth requirement, and hence the CSM could not be created due to the zoning nonconformity. Commissioners discussed:

- The prevalence of this situation on other parcels zoned I-1 General Commercial.
- Prospects for adverse unintended consequences of making the change.

Consensus was that staff should continue working on the proposed ordinance change and conduct an assessment of how this change would impact other parcels zoned I-1.

ACTION ITEMS

1. **Certified Survey Map combining Lots 6 & 7 of J.O. Johnson Industrial Park Plat – Bud Drive (to be received)**

In light of the discussion above, DPW Radtke made and Comm. DeCoster seconded a motion to table this item. The motion carried.

2. **Site Plan Review – 1845 Bud Drive – Minimax Storage II**

PP Homan reviewed the memo she had prepared concerning the site plan. Commissioners discussed:

- Building setbacks.
- The phasing of construction relative to parking lot paving.
- The location and type of curbing.

Motion by DPW Radtke, Seconded by Comm. Schmidt to approve the site plan for 1845 Bud Drive subject to the following conditions:

1. That the remaining \$50 of the site plan review fee be paid.
2. That specifications for lighting be submitted for review and approval.
3. That the building plans be modified so that the requirement that 1/3 of the building be faced with masonry, architectural composite aluminum or steel panels, glass or a combination thereof, and that illustrations showing same be submitted for approval.
4. That building setbacks comply with zoning regulations either in the current lot configuration or in the event the proposed CSM is recorded. Building #3 shall not be constructed until a final determination has been made concerning the lot configuration.
5. That all proposed curbing shall have a 6" vertical face.

3. **Garage Relocation – 420 Second Street**

This item was withdrawn at the request of the owner.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. DeCoster to adjourn at 5:45 p.m.

The motion carried.

Minutes respectfully submitted by CDD Keil.