

CITY OF MENASHA
Plan Commission
1st Floor Conference Room, City Hall – 140 Main Street
September 30, 2014
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. Kevin Benner, DPW Radtke and Commissioners Schmidt and Cruickshank

PLAN COMMISSION MEMBERS EXCUSED: Commissioners DeCoster and Sturm.

OTHERS PRESENT: CDD Keil, PP Homan, and Miles Dominowski, and Tony Dold.

C. MINUTES TO APPROVE

1. **Minutes of the September 9, 2014 Plan Commission Meeting**

Motion by Ald. Benner, seconded by Comm. Schmidt to approve the September 9, 2014 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

E. COMMUNICATION

1. None.

F. DISCUSSION

1. **Winnebago County-UW Extension Plan Commission Training for Cities & Villages**

PP Homan reported that Community Development Educator Catherine Neiswender from UWEX was exploring the level of interest in creating workshops on planning and zoning issues for plan commissioners at the city and village level, and inquired with commissioner's as to their interest in participating. Commissioner's were favorable toward the idea, but indicated their participation may be limited due to other commitments.

G. ACTION ITEMS

1. **Special Use Permit – 321 Konemac Street – Enclosed Repair Facility**

Motion by DPW Radtke, seconded by Ald. Benner to recommend approval the Special Use Permit

CDD Keil reviewed the revised site plan and commentary from the project architect regarding the suitability of the building for the propose use. He stated that the proposed changes to the building had been reviewed and confirmed by the building inspector. Staff recommended that several conditions be applied to the Special Use Permit and others were suggested by commissioners.

DPW Radtke made and Ald. Benner seconded a motion to recommend approval of the Special Use Permit for 321 Konemac Street with the following conditions:

- That security lighting be installed in compliance with the lighting standards of Section 13-1-12(h) of the Menasha Code of Ordinances.
- That any outdoor storage of refuse or recyclables be in compliance with the standards of Section 13-1-12(h) of the Menasha Code of Ordinances.

- That there be no outdoor storage of motor vehicles, parts equipment or supplies.
- That no motor vehicle repairs be conducted outside of the principal structure.
- Any vehicles displayed for sale outdoors shall be moved inside the principal structure at the close of business each day.
- That hours of operation shall be limited to 7:00AM to 7:00PM

The motioned carried 4-1 with Comm. Schmidt voting no.

2. **Certified Survey Map – Midway Road (Oak Park Place)**

PP Homan stated that the CSM will combine the existing three parcels. Commissioners discussed the status of a small sliver in the northeast corner that is part of one of the existing parcels, but is in the City of Appleton. It was concluded that the remnant sliver would have no impact on the proposed development.

Motion by Ald. Benner, seconded by Comm. Schmidt to recommend approval of the Certified Survey Map on Midway Road adjacent to Barker Park. The motion carried 5-0.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by DPW Radtke, to adjourn at 3:59 PM.

The motion carried.

Minutes respectfully submitted by CDD Keil.