

**CITY OF MENASHA  
Plan Commission  
Third Floor Council Chambers  
140 Main Street, Menasha**

**April 7, 2009**

**3:30 PM**

**MINUTES**

**A. CALL TO ORDER**

The meeting was called to order at 3:30 p.m. by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

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

PLAN COMMISSION MEMBERS EXCUSED: Norm Sanders and Dick Sturm

OTHERS PRESENT: CDD Keil and Rob Sprangers

**C. MINUTES TO APPROVE**

1. Minutes of the April 7, 2009 Plan Commission Meeting.
  - a. Moved by DPW Radtke, seconded by Comm. Cruickshank to approve the April 7, 2009 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

**E. COMMUNICATIONS**

1. None

**F. DISCUSSION**

1. Potential Rezoning of 320 Konemac Street – I-1 to C-1.
  - a. Owner is proposing to convert the portion of the building previously occupied by a beauty shop into apartments. A zoning change is required because residential use is not permitted under the I-1 zoning.
  - b. Commissioners discussed the following:
    - I. Zoning of neighboring properties.
    - II. Amount and location of on-site parking.
    - III. Access to parking areas.
    - IV. Permissibility of retaining carpentry shop/storage space.

- c. It was the consensus of the Commission that the owner should work with Community Development to prepare a concept plan for the site and bring this matter back to the Plan Commission for further review.

**G. ACTION ITEMS**

- 1. Create Ordinance for Proposing and Enacting Amendments to the City of Menasha Comprehensive Plan
  - a. This item as previously presented to the Plan Commission.
  - b. Moved by Ald. Benner, seconded by DPW Radtke to recommend approval of “An Ordinance Relating to Comprehensive Plan Amendments” with the following changes:
    - I. Establishing the month of November as the start date for initiating the annual comprehensive plan review under Section (c)(1).
    - II. Removing the word “or” at the end of Section (e)(1)(a)(i, ii, and iii) and Section (e)(z)(a)(i, ii and iii).
  - c. The motion carried.

**H. ADJOURNMENT**

Moved by Comm. Schmidt, seconded by Ald. Benner to adjourn at 4:32 p.m. The motion carried.

*Minutes respectfully submitted by Greg Keil, Community Development Director*