

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
June 1, 2010
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 4:35p.m. by Mayor Donald Merkes.

3:30 PM – Informal Public Hearing – Rezoning of Province Terrace Corridor Properties – R-1 and R-2 to C-3
No one spoke in favor of or against this item. Mayor Merkes called the public hearing to a close.

3:35 PM – Informal Public Hearing – Rezoning of Carpenter Street Properties – R-2 to R-2A
No one spoke in favor of or against this item. Mayor Merkes called the public hearing to a close.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes and Commissioners Schmidt, Cruickshank, Homan and Sturm

PLAN COMMISSION MEMBERS EXCUSED: DPW Radtke and Ald. Benner

OTHERS PRESENT: CDD Keil, Ryan Plisch

C. MINTUES TO APPROVE

1. **Minutes of the April 6, 2010 Plan Commission Meeting**

Moved by Comm. Sturm, seconded by Comm. Homan to approve the April 6, 2010 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. **Easement Release – Natures Way**

CDD Keil reported that the owner of 2008 Natures Way had submitted the easement releases and a proposal for rehabilitation and completion of construction. There will need to be follow-up with the Building Inspector and Health Department concerning the methods to be used for the rehabilitation.

F. ACTION ITEMS

1. **Rezoning of Province Terrace Corridor Properties – R-1 and R-2 to C-3**

Commissioners discussed the location and current status of the properties and the relationship to the Comprehensive Plan.

Moved by Comm. Sturm, seconded by Comm. Homan to recommend approval of the rezoning of Lots 1,2,3,4,5,6,7,8,9,16, 17 &18 of the Province Terrace Plat from R-1 Single Family Residence District to C-3 Business & Office District, and to further recommend approval of Lot 10 of the Province Terrace Plat from R-2 Two Family Residence District to C-3 Business & Office District.

The motion carried with the finding that the rezoning was consistent with the Future Land Use Map of the City of Menasha Year 2030 Comprehensive Plan.

2. **Rezoning of Carpenter Street Properties R-2 to R-2A**

CDD Keil explained that this rezoning was precipitated by a request from the owner of Lot 3 of CSM 1670, who is desirous of creating two, single family attached dwellings on separate lots out of the parcel that is currently occupied as a side by side duplex. The Community Development Department added the two adjoining duplex parcels to the rezoning proposal to achieve consistency in zoning for that segment of Carpenter Street.

Commissioners discussed the location of other such properties in the city, whether there had been any problems associated with this type of parcel split, and whether splitting the lot would create problems based on the existing driveway configuration.

Moved by Comm. Homan, seconded by Comm. Cruickshank to recommend approval of the rezoning of Lots 1, 2, &3 of CSM 1670 from the R-2 Two Family Residence District to the R2A Zero Lot Line Residence District.

The motion carried.

3. **Certified Survey Map – 1220-1224 Carpenter Street**

CDD Keil stated that the proposed CSM would effectuate the request to split Lot 3 of CSM1670 to achieve the purpose described in Item 2, above.

Moved by Comm. Sturm, seconded by Comm. Cruickshank to recommend approval of the CSM splitting Lot 3 of CSM 1670.

The motion carried.

G. ADJOURNMENT

Moved by Comm. Cruickshank, seconded by Comm. Homan to adjourn at 3:57 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director