

APPROVED

CITY OF MENASHA
PLAN COMMISSION
MINUTES

SEP 03 2002

Tuesday, August 20, 2002

By: Plan Commission
CITY OF MENASHA

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

I. Roll Call

PLAN COMMISSION MEMBERS PRESENT: Mayor Laux, Ald. Eckstein, Commissioners Catherine Cruickshank, Dick Sturm and Norm Sanders.

PLAN COMMISSION MEMBERS ABSENT: DPW Radtke(excused), Comm. Mayer (Comm. Mayer has indicated his intention to resign from the Plan Commission)

ALSO PRESENT: CDD Greg Keil, John Gabbey, and Mike King of the Post Crescent

II. Minutes of the August 12, 2002 Plan Commission Meeting

Comm. Sanders made and Comm. Cruickshank seconded a motion to the minutes of the August 12, 2002 meeting. The motion carried.

III. Woodland Hills Preliminary Plat Review

CDD Keil stated that the Engineering Department has not had opportunity to review the plat and asked that the Plan Commission not take action on this item. Discussion ensued concerning the following items:

- Use and maintenance of outlots
- Management of wetland areas
- Public use of the pond area
- Possibility for annexation/acquisition of the remainder of the pond owned by Badger Highways
- Status of WDNR Chapter 30 Permits
- Changes to the development concept for the rest of the site
- Termination of the west end of Woodland Hills Drive in a temporary cul-de-sac
- Location of bike/pedestrian trails
- Public use of drainageways and wetlands

It was the consensus of the Plan Commission to hold this item until the next meeting.

IV. Adjourn

Comm. Sturm made and Ald. Eckstein seconded a motion to adjourn at 4:00 PM. The motion carried.

Respectfully Submitted:
Greg Keil, CDD

Item II
9/3/02

CITY OF MENASHA
PLAN COMMISSION
MINUTES

APPROVED

OCT 01 2002

Tuesday, September 17, 2002
3:30 p.m.

By: Plan Commission
CITY OF MENASHA

The meeting was called to order at 3:31 p.m. by Mayor Joseph Laux.

I. Roll Call

PLAN COMMISSION MEMBERS PRESENT: Mayor Joseph Laux, DPW Mark Radtke, and Commissioners Norm Sanders, Catherine Cruickshank, and Dick Sturm

PLAN COMMISSION MEMBERS EXCUSED: Ald. Terry Eckstein (Comm. Mayer has stated his intention to resign from the Plan Commission)

ALSO PRESENT: CDD Keil, AP Beckendorf, Gordon Remsik, Michael King, Joe Johnson, Stan Martenson, Michael Hagens, Paul Hermsen, and Mike King of *the Post Crescent*.

II. September 3, 2002 Plan Commission Minutes

Comm. Sanders made and Mayor Laux seconded a motion to approve the minutes from the September 3, 2002 Plan Commission meeting. The motion carried.

III. Telecommunications Ordinance Zoning Change

Gordon Remsik, of Bottom Line Communications, explained why co-location would not be feasible for the proposed US Cellular project. By co-locating on any other available facilities within or outside of the search ring, US Cellular would duplicating coverage, and would not cover the existing gap.

Comm. Sanders made and DPW Radtke seconded a motion to recommend approval of the Telecommunications Zoning Ordinance change to allow major telecommunications facilities in the C-1 General Commercial district, provided they are located on government or utilities property. The motion carried.

IV. Preliminary Plat – Woodland Hills

CDD Keil stated that there are many issues associated with this development that need to be addressed. Topics discussed included:

1. How the Wisconsin Department of Natural Resources permits may affect the overall design of the plat.
2. What will be done with the undevelopable areas of the plat.
3. How the wetland areas will be managed and who will manage them.
4. Where walking/biking trails will be located.
5. What kind of public access to the pond will be available.
6. How this development fits into the City's long-term plans.
7. Parkland dedication, or fee in lieu of.

The project developers expressed concerns of placement of trails in backyard areas and how public use/access may adversely affect lot values. The consensus of the Plan Commission was to hold this item over until the next regularly scheduled meeting.

XII. Extraterritorial Preliminary Plat – Shady Springs Estates VI and the Replat of Lot 80, Shady Springs Estates III

Comm. Sanders made and Comm. Cruickshank seconded a motion to recommend approval of the Extraterritorial Preliminary Plat for Shady Springs Estates VI and the Replat of Lot 80, Shady Springs Estates III. The motion carried.

XIII. Adjourn

Comm. Cruickshank made and Comm. Sturm seconded a motion to adjourn at 4:57 p.m.

Respectfully Submitted,

*Jessica Beckendorf
Associate Planner*

CITY OF MENASHA
PLAN COMMISSION
MINUTES

Tuesday, October 15, 2002
4:00 p.m.

The meeting was called to order at 4:02 p.m. by Mayor Joseph Laux.

I. Roll Call

PLAN COMMISSION MEMBERS PRESENT: Mayor Joseph Laux, DPW Mark Radtke, and Commissioners Norm Sanders, Catherine Cruickshank, Chris Klein, and Dick Sturm

PLAN COMMISSION MEMBERS EXCUSED: Ald. Terry Eckstein

ALSO PRESENT: CDD Keil, AP Beckendorf, Joe Nemecek, Jim Andrew, Martha Andrew, Dave Schmalz, John Schira, Pat Dewall, and Mike King of *the Post Crescent*.

II. October 1, 2002 Plan Commission Minutes

Comm. Sanders made and Comm. Klein seconded a motion to approve the minutes from the October 1, 2002 Plan Commission meeting. The motion carried.

III. Final Plat Review – Walker Subdivision

Comm. Klein made and DPW Radtke seconded a motion to recommend approval of the final plat for Walker Subdivision, provided the ten-foot utility easement label on lot 12 be corrected. The motion carried.

IV. Final Plat Review – Lake Park Heights

CDD Keil explained that a number of changes have been made since the plat was last before the Plan Commission. These changes include:

1. A bike/pedestrian trail easement has been added along the lots abutting Lake Park Road.
2. A bike/pedestrian trail has been added in the right-of-way on Winnipeg Street.
3. A bike/pedestrian trail easement has been added in the twenty-foot sanitary sewer easement between lots 57 and 58, and between lots 32 and 33, connecting Tana Court with Lugano Street.

CDD Keil also stated that Calumet County has agreed to allow Winnipeg Street to remain where it is drawn on the plat, rather than moving it north to the section line.

DPW Radtke asked whether a variance would be required on the west end of Winnipeg to allow for a temporary cul-de-sac. CDD Keil explained that, according to the ordinance, a variance would be necessary.

DPW Radtke also stated that where Lugano Street should be changed to Manitoba Street, where it meets Villa Way.

Comm. Sanders made and Comm. Cruickshank seconded a motion to recommend approval of the final plat for Lake Park Heights with the condition that a variance for the temporary cul-de-sac be obtained, and Lugano Street be renamed to Manitoba Street where it meets Villa Way. The motion carried.

V. Preliminary Plat Review – Woodland Hills

CDD Keil explained that, after working with the developer, consensus was reached on many items. Some things that will impact the design include the DNR Chapter 30 requirements, which require a sixty-day review and comment period. Also, the DNR may not allow winter construction due to erosion control issues.

After some discussion, Comm. Sanders made and DPW Radtke seconded a motion to recommend approval of the plat with the following conditions:

1. Woodland Hills Drive and Gossling Way are to be renamed to Ridgecrest Lane.

2. There will be roundabouts in the two places where Ridgecrest Lane meets Kernan.
3. Ridgecrest Lane shall be terminated in a temporary cul-de-sac or a variance must be requested from the requirement for a temporary cul-de-sac.
4. Whistling Swan Court exceeds the maximum permissible length of a cul-de-sac (800'). The length either needs to be shortened, or a variance must be obtained.
5. The location of a bike/pedestrian trail should be noted on the plat within the right-of-way of Ridgecrest Lane and Kernan Avenue.
6. The owner is to stipulate to the sale, gift, or dedication of a substantial portion of the area shown on the preliminary plat as wetland or water. A bike/pedestrian trail is to be located in proximity to the pond and a connection is to be made with the trail in the street right-of-way (This condition will be addressed in the development agreement with Woodland Estates, LLC).

The motion carried.

VI. Development Concept – Drum Corps Drive

This item was held over until the next regularly scheduled Plan Commission meeting.

VII. Extraterritorial Preliminary Plat – Pages Sunset Shores

DPW Radtke made and Comm. Sanders seconded a motion to recommend approval of the extraterritorial preliminary plat for Pages Sunset Shores. The motion carried.

VIII. Discussion

A. *Multi-Family Development*

Issues discussed included:

1. The need for an updated Comprehensive Plan
2. The changing economy of the Fox Valley – industry moving out and what to develop on the vacant industrial sites.
3. The probability of an increase in demand for multi-family developments.
4. The city's need to think about in-fill growth and redevelopment to continue to grow a tax base long after the city becomes land-locked.
5. The housing market study commissioned by the city.
6. The life-expectancy of apartment buildings.

B. *Community – Oriented Property Management and Nuisance Abatements*

Pat DeWall and John Schira, of the Appleton Police Department, explained the program currently being run in Appleton and how it could benefit Menasha. The program takes a minimal amount of time to set up and begin implementing. It is a collaborative effort between all departments in the city and the Housing Authority. The Police Department administers the program, and monthly shares data with other departments and the Housing Authority, as well as trains them for what to look for in a problem property. The program works with landlords to get rid of problem tenants through training and communication. In Appleton, it has been found that the problem properties come from all kinds of homes – whether it is multi-family, low-income, high-income, or single-family.

After much discussion, Comm. Sanders made and Comm. Cruickshank seconded a motion to recommend pursuing implementing a Community Oriented Property Management and Nuisance Abatement Program. The motion carried.

IX. Adjourn

Before adjournment, Comm. Sanders requested to change the meeting time back to 3:30p.m. from 4:00p.m. There were no objections. Comm. Cruickshank made and Comm. Sanders seconded a motion to adjourn at 5:50p.m. The motion carried.

Respectfully Submitted,

*Jessica Beckendorf
Associate Planner*

**CITY OF MENASHA
COMMON COUNCIL**
Council Chambers
140 Main Street, Menasha
October 21, 2002
Minutes

- I. Meeting called to order by Mayor Laux at 7:25 p.m.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL/EXCUSED ABSENCES
Present: Ald. Foth, Eckstein, Michalkiewicz, Grapengieser, Barker, Sevenich, and Weber
Excused: Ald. Taylor
Also Present: PD Lt Brunn, DPW Radtke, CDD Keil, Comp Stoffel, PRD Tungate, PW Supt Jacobson,
Pk Supt Huss, Mayor Laux, Clerk Smogoleski, and the Press
- IV. REPORT OF COMMITTEES, BOARDS, COMMISSIONS

Minutes to approve:

- A. Administration Committee, 10/7/02
- B. Board of Public Works, 10/7/02
- C. Common Council, 10/7/02

Moved by Ald. Weber, seconded by Ald. Michalkiewicz to approve Minutes A-C.

Motion carried.

Minutes to receive:

- D. Plan Commission, 10/15/02
- E. Committee on Aging, 9/12/02
- F. Board of Health, 10/8/02

Communications:

- 1. Doty Island Development Council minutes, 9/25/02; 10/9/02
- 2. Calumet County Legislative Meeting, 10/4/02
- 3. WI Dept. of Admin, 10/10/02; Final Est. of 1/1/02 Population-Winn & Calumet Cty
- 4. Carla Verbrick, Otto Grunski Family Festival Treasurer, 10/9/02; Expense Report
- 5. Health Dept. 10/02; Nursing Report for September 2002
- 6. CA/PD Brandt to Robert Huss, 10/1/02; Park Superintendent Position
- 7. CA/PD Brandt to John Quella, Pres. Local 1035, 10/3/02; 1) Seasonal Park Laborer Posting;
2) Cemetery Caretaker Position
- 8. CA/PD Brandt, 10/15/02; CVMIC Mock DOC Audit Bi-Weekly Safety Update & Agenda
- 9. Wieckert & Winnebago Investments Annexations Impact Reports, 10/02
- 10. Off. Jeff Jorgenson, Crime Reduction Coord., 10/16/02; Abatement Program
- 11. CDD Keil & PHD Nett, 10/17/02; Habighorst Chiropractic Building Condition

Moved by Ald. Weber, seconded by Ald. Eckstein to receive Minutes D-F and Communications 1-11.

Motion carried.

- V. CLAIMS AGAINST THE CITY
- VI. REPORT OF OFFICERS
 - A. PRD Tungate – Veterans Park Trees. Dir. Tungate reported on the plan for removing/relocating trees and shrubs from Veterans Park.
 - B. CA/PD Brandt – CVMIC Safety Audit Report. Report in packet.
- VII. PEOPLE FROM THE GALLERY TO BE HEARD ON ALL MATTERS OF CONCERN TO THE CITY (5 minute time limit for each person)

VIII. ORDINANCES AND RESOLUTIONS

- A. O-24-02 – An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin (Wieckert Annexation)

Moved by Ald. Weber, seconded by Ald. Grapengieser to suspend the rules and take up O-24-02 at this time.

Motion carried on roll call 7-0.

Moved by Ald. Weber, seconded by Ald. Michalkiewicz to adopt O-24-02.

Motion carried on roll call 7-0.

- B. O-25-02 – An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin (Winnebago Investments Annexation)

Moved by Ald. Weber, seconded by Ald. Eckstein to suspend the rules and take up O-25-02 at this time.

Motion carried on roll call 7-0.

Moved by Ald. Weber, seconded by Ald. Michalkiewicz to adopt O-25-02.

Motion carried on roll call 7-0.

- C. O-26-02 – An Ordinance Relating to the Joint Neenah-Menasha Fire Rescue.

Moved by Ald. Sevenich, seconded by Ald. Michalkiewicz to suspend the rules and take up O-26-02 at this time.

Motion carried on roll call 7-0.

Moved by Ald. Sevenich, seconded by Ald. Grapengieser to amend O-26-02 with Substitute Amendment 1 to O-26-02.

Motion carried on roll call 7-0.

Moved by Ald. Sevenich, seconded by Ald. Michalkiewicz to adopt O-26-02 as amended.

Motion carried on roll call 7-0.

IX. MAYOR'S APPOINTMENTS

- A. Neenah-Menasha Joint Fire Commission

1. Appointment of Harold Miller, 977 9th St., 725-3187 for the term Jan. 2003-Jan. 2004
2. Appointment of Pat Fahrenkrug, 314 Milwaukee St., 886-1680 for the term Jan. 2003-Jan. 2005
3. Appointment of Jim Liebhauser, 1004 Grove St., 722-4646 for the term Jan. 2003-Jan. 2006

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve.

Motion carried on roll call 7-0.

X. UNFINISHED BUSINESS

- A. Blue Jay Bowl Development .

CDD Keil reported soil issues are being reviewed. A revised concept may be available in the next few weeks. Dir. Keil stressed the importance of maintaining a positive relationship with the developer and view all proposals.

- B. Habighorst Building.

Information in packet.

Ald. Sevenich requested this on the next agenda.

XI. NEW BUSINESS

- A. Plan Commission, 10/1/02: Recommends:

1. The gatehouse at 995 Brighton Drive be made available for use by a 501C3 (non-profit) organization (held 10/7/02)
Reported that to date City does not hold ownership to the property.

XI. NEW BUSINESS, Cont'd

A. Plan Commission, 10/1/02, recommends, Cont'd

2. Approval of Special Use Permit, US Cellular, Nature's Way.

Moved by Ald. Weber, seconded by Ald. Grapengieser to approve.

Ald. Sevenich stated he would vote no. Not all options explored.

Motion carried on roll call 6-1. Ald. Sevenich no.

B. Plan Commission, 10/15/02, Recommends Approval of:

- 1 Final Plat, Walker Subdivision with the condition that the 10' utility easement label on Lot 12 be corrected.

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve.

Motion carried.

2. Final Plat, Lake Park Heights with the conditions that a variance for the temporary cul-de-sac be obtained and Lugano St. be renamed to Manitoba St. where it meets Villa Way.

Moved by Ald. Grapengieser, seconded by Ald. Eckstein to approve.

Motion carried.

3. Preliminary Plat, Woodland Hills with the following conditions;
 - a. Woodland Hills Drive and Gossling Way are to be renamed to Ridgecrest Lane
 - b. There will be roundabouts in the two places where Ridgecrest Lane meets Kernan Avenue
 - c. Ridgecrest Lane shall be terminated in a temporary cul-de-sac or a variance must be obtained
 - d. Whistling Swan Court must be shortened or a variance must be obtained
 - e. The location bike/pedestrian trail should be noted on the plat within the right of way of Ridgecrest Lane and Kernan Avenue
 - f. The owner is to stipulate to the sale, gift, or dedication of a substantial portion of the area shown on the preliminary plat as wetland or water. A bike/pedestrian trail is to be located in proximity to the pond and a connection is to be made with the trail in the street right-of-way (this condition will be addressed in the development agreement with Woodland Estates, LLC)

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve.

Motion carried.

4. Extraterritorial Preliminary Plat, Pages Sunset Shores

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve.

Motion carried.

Meeting recessed briefly 7:45-7:50 p.m. to set up for presentation (item 5 below).

5. Pursuing a Community-Oriented Property Management and Nuisance Abatement program.

City of Appleton Police Officers Pat DeWall and Mike Marzion explained the Drug & Gang Nuisance Abatement Program (information distributed). The officers reported success with the program and offered their assistance in setting up the program in Menasha. Proper ordinance to be drafted.

Moved by Ald. Eckstein, seconded by Ald. Weber to approve.

Motion carried on roll call 7-0.

Council President Weber assumed the Chair.

C. Personnel Committee, 10/21/02:

1. Park Superintendent Position
No action.

D. Administration Committee, 10/21/02:

1. Accounts payable and payroll for the period 10-4-02/10-17-02 for the amount of \$939,625.80.

Moved by Ald. Sevenich, seconded by Ald. Eckstein to approve.

Motion carried on roll call 7-0.

XI. NEW BUSINESS, Cont'd.

D. Administration Committee, 10/21/02, Cont'd:

2. Temporary Class "B" license application of St. Mary Congregation, 528 Second St., Menasha, to sell fermented malt beverages on November 3, 2002, 11:00 a.m. – 6:00 p.m., Marv Daniels, in charge.

Moved by Ald. Sevenich, seconded by Ald. Barker to waive the 15-day waiting period required by sec. 7-2-4(e)(2) for the application for a temporary Class "B" fermented malt beverage for St. Mary's Congregation for an event to be held November 2-3, 2002 with the finding that the failure to apply for the license within the 15-day rule was due to excusable neglect because of confusion as to the type of license necessary and the calendar for the month of October 2002.

Motion carried on roll call 7-0.

3. Menasha Utilities request to authorize a GO bond issuance in the amount of \$2,200,000.

Moved by Ald. Sevenich, seconded by Ald. Michalkiewicz to approve.

Motion carried on roll call 7-0.

4. Development Agreement between the City of Menasha and Winnebago Investments, LLC, and authorize signatures.

Moved by Ald. Sevenich, seconded by Ald. Michalkiewicz to approve.

Motion carried.

5. Park Board's second recommendation of placement of portable toilet in Jefferson Park.

Moved by Ald. Foth, seconded by Ald. Sevenich to hold for two weeks.

E. Board of Public Works, 10/21/02:

1. Presentation of proposal to erect sculptures at the east end of Nicolet Blvd. (Doty island Development Council)
No action.
2. Request for deferred special assessments pursuant to ordinance O-6-93; Walker Subdivision.

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve.

Motion carried on roll call 7-0.

3. Discussion of Public Works Facility improvement options.
No action.

Mayor resumed the Chair. Item XI.B.5 taken up here.

XII. REFRAIN (People from the gallery to be heard, only pertaining to matters on the agenda - five (5) minute time limit for each person)

- A. Dick Sturm/Chairman, Park & Rec Board, spoke on the portable toilet in Jefferson Park, stating he was originally opposed to having it placed there. He has had many appreciative comments from people since it was put there.
- B. Tim Jacobson, PW Supt., spoke on facility changes/improvements. Stressed doing the project right; that it will last the City for fifty years.

XIII. ADJOURNMENT

Moved by Ald. Foth, seconded by Ald. Michalkiewicz to adjourn at 8:22 p.m.

Motion carried.

Joan Smogoleski, CMC
City Clerk

CITY OF MENASHA
PLAN COMMISSION
MINUTES

Tuesday May 20, 2003
4:00 p.m.

The meeting was called to order at 4:02 p.m. by Mayor Joseph Laux.

Informal Public Hearings

Rezoning – Manitowoc Road

No one from the Gallery spoke on this item.

Special Use Permit

No one from the Gallery spoke on this item.

Regular Business

I. Roll Call

PLAN COMMISSION MEMBERS PRESENT: Mayor Joseph Laux, Ald. Pete Grapengeiser, DPW Mark Radtke, and Commissioners Norm Sanders, Catherine Cruickshank, and Glenn Canale.

PLAN COMMISSION MEMBERS EXCUSED: Ald. Sue Wisneski and Comm. Dick Sturm

ALSO PRESENT: CDD Greg Keil, AP Beckendorf, Andy Fenwick, Mike Hagens, and Mike King of *The Post-Crescent*

II. Minutes of the May 6, 2003 Plan Commission Meeting

Comm. Sanders made and Comm. Canale seconded a motion to approve the minutes of the May 6, 2003 Plan Commission meeting. The motion carried.

III. Rezoning – Manitowoc Road

After some discussion regarding the city-owned parcel to be rezoned, Comm. Canale made and Comm. Sanders seconded a motion to recommend approval of the rezoning of parcels 5-876-2, 5-876, and 5-877-1 from R-1 Single-Family Residential to R-2A Multi-family Residential. The motion carried.

IV. Special Use Permit – Metro Motorcycle – 138 Water Street

CDD Keil explained that since the business is an existing non-conforming use, a special use permit is needed for a change of occupancy. The tenant is proposing to repair and sell motorcycles and mopeds at the premises. Additional landscaping in the area in the front of the building, striping the parking areas, and fencing along the west lot line are conditions to be tied to the special use permit. The amount of parking available is sufficient for this type of business.

Comm. Sanders made and Comm. Canale seconded a motion to approve the site plan for 138 Water Street, reducing the number of parking stalls required from twenty to eighteen. The motion carried

V. Final Plat Review – Woodland Hills

CDD Keil reviewed the plat and explained the proposed variances from the City Subdivision Ordinance requested by the developer as follows:

1. City Subdivision Ordinance limits the length of cul-de-sacs to 500 feet; Whistling Swan Court is 1079 feet.
2. Temporary turn-arounds are required where streets end. The developer is requesting the turn-arounds be waived at the west-end of Woodland Hills Drive, and on Gosling Way. These streets are only one lot-width deep, so eliminating the turn-around should not cause any additional concerns.

There was some discussion regarding whether the cul-de-sac width could accommodate a school bus turn-around. Mike Hagens, of Hagens Realty, had questions about whether the city would support a name change for Kernan Avenue, if the

surrounding neighbors agree to it. The general consensus was that a name change would be supported if the change included the whole portion of Kernan Avenue from Manitowoc Road south to S.T.H. 114.

CDD Keil stated that the large pond, Outlot 1, and the upper portion of the plat that used to belong to Badger Highways will be dedicated to the city to satisfy parkland dedication requirements. These properties will help provide future trail linkage.

Comm. Sanders made and DPW Radtke seconded a motion to recommend approval of the final plat and the variance requests from cul-de-sac length and temporary turn-around requirements for Woodland Hills, with the following conditions:

1. The cul-de-sac width should be increased to sufficiently accommodate a large school bus turn-around.
2. City engineering must review and approve the drainage plan.

The motion carried.

VI. Storm Sewer and Utility Easement Release – Lot 10 in the 4th Addition to Pages Bay Plat

DPW Radtke explained that the request is to relocate the easement. The current easement is not located properly in relation to the actual sewer.

DPW Radtke made and Comm. Sanders seconded a motion to recommend approval of the easement relocation. The motion carried.

VII. Proposed Amendment(s) to PUD Zoning Text

CDD Keil explained that the PUD zoning district currently limits the density to 22 units per acre. If this standard is applied, the new downtown development project would not be permitted. The new language does not hold the standard to a particular number, rather it states that the PUD blend in with the character of the neighborhood in which it is located in terms of density, intensity of use, size and height of buildings, architecture and other impacts.

Comm. Sanders made and Ald. Grapengieser seconded a motion to recommend approval of the proposed changes to the PUD zoning text as follows:

Repeal Sections 13-1-33(c)(2) and 13-1-33(c)(5) and replace with 13-1-33(c)(2) as follows:

13-1-33(c)(2) Harmony with Surrounding Uses: The uses and design of the PUD will be harmonious with the character of the surrounding area in terms of density, intensity of use, size and height of buildings, architecture and other impacts.

The motion carried.

VIII. Extraterritorial Preliminary Plat – Northshore Woods – Town of Harrison

DPW Radtke made and Ald. Grapengieser seconded a motion to recommend approval of the Extraterritorial Preliminary Plats for Northshore Woods and North Shore Estates II in the Town of Harrison. The motion carried.

IX. Extraterritorial Preliminary Plat – North Shore Estates II – Town of Harrison

See number VIII above.

X. Adjourn

DPW Radtke made and Ald. Grapengieser seconded a motion to adjourn at 4:31 p.m. The motion carried.

Respectfully Submitted,

Jessica Beckendorf

Associate Planner

**CITY OF MENASHA
COMMON COUNCIL**
Council Chambers
June 2, 2003
Minutes

- I. Meeting called to order by Mayor Laux at 7:05 p.m.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL/EXCUSED ABSENCES
Present: Ald. Foth, Eckstein, Michalkiewicz, Grapengieser, Barker, Taylor, Wisneski, and Weber
Also Present: PC Stanke, FC Vander Wyst, DPW Radtke, CDD Keil, Comp Stoffel, PRD Tungate,
CA/PD Brandt, Mayor Laux, Clerk Smogoleski, and the Press
- IV. REPORT OF COMMITTEES, BOARDS, COMMISSIONS

Minutes to approve:

- A. Administration Committee, 5/19/03
- B. Board of Public Works, 5/19/03
- C. Common Council, 5/19/03

Moved by Ald. Weber, seconded by Ald. Wisneski to approve Minutes A-C.

Motion carried.

Minutes to receive:

- D. Public Hearing, 5/19/03; Park St. Boat Launch
- E. Plan Commission, 5/20/03; 5/27/03
- F. Police Commission, 5/15/03
- G. Library Board, 5/20/03
- H. Housing Authority, 5/7/03
- I. Landmarks Comm, 5/21/03

Communications:

- 1. Legislative Bulletin, 2003-19; 2003-20
- 2. League of WI Municipalities, 5/21/03; Letter
- 3. Doty Island Development Council minutes, 5/21/03
- 4. Health Dept, 5/03; Nursing Report for April 2003
- 5. FC O'Brien, 4/9/03; Retirement Letter
- 6. Mayor to FC O'Brien, 5/19/02; Acceptance of Retirement
- 7. Public Library Annual Report for the Year 2002
- 8. Joseph Cismoski, Tobacco-Free Coalition, 4/10/03; Tobacco License Fees
- 9. Sen. Roessler to Ald. Barker, 5/12/03; Tobacco Control Funding
- 10. Off. Jorgenson to PRD Tungate, 5/27/03; Hart Park
- 11. CDD Keil, 5/28/03; Main Street Parking Structure
- 12. PRD Tungate, 5/29/03; Park Vandalism
- 13. Community Development Dept., 5/29/03; Special Use Permit: Metro Motorcycle, 138 Water St.

Moved by Ald. Weber, seconded by Ald. Eckstein to receive Minutes D-I and Communications 1-13.

Motion carried.

- V. CLAIMS AGAINST THE CITY
- VI. REPORT OF OFFICERS
 - A. PRD Tungate/Police Rep. – Park Vandalism/Law Enforcement Update. Jeff Jorgenson, MPD Crime Reduction Coordinator gave a power point presentation on vandalism and other issues in city parks. Hart Park has experienced an increase in vandalism and problem activities, especially since the skate

VI. REPORT OF OFFICERS, Cont'd

park opened. Police presence and adult supervision has been added. PRD Tungate reported the next Park Board meeting will be at Hart Park and will include a listening time for neighbors. Dir. Tungate added that many good activities are still going on in the parks.

VII. PEOPLE FROM THE GALLERY TO BE HEARD ON ALL MATTERS OF CONCERN TO THE CITY (5 minute time limit for each person)

A. Richard Sims, 357 Grandview Avenue, 1) spoke on safety for Hart Park supervisors; 2) Otto Grunski is a positive event for downtown; 3) favors amending ordinance relating to street use hours.

VIII. ORDINANCES AND RESOLUTIONS

XI. MAYOR'S APPOINTMENTS

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

A. Plan Commission, 5/20/03, Recommends Approval of:

1. Rezoning of Parcels 5-876-2, 5-876, 5-877-1 on Manitowoc Road from R-1 Single Family Residential to R-2A Multi-family Residential.
Public Hearing set for June 16 at 6:55 p.m.
2. Special Use Permit, Metro Motorcycle, 138 Water Street with the following conditions:
 - a. Additional landscaping to be added in the area in the front of the building and in the northwest corner of the property;
 - b. The parking areas must be striped;
 - c. Wood privacy fencing must be added along the west property line;
 - d. The number of required stalls may be reduced from twenty to eighteen

Moved by Ald. Grapengieser, seconded by Ald. Eckstein to approve with conditions a-d.
Motion carried.

3. Final Plat and Variance Request from cul-de-sac length and temporary turn-around requirements, Woodland Hills with the following conditions:
 - a. The cul-de-sac width should be increased to sufficiently accommodate a large school bus turn-around;
 - b. City engineering must review and approve the drainage plan

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve.
Motion carried.

4. Storm Sewer and Utility Easement Relocation, Lot 10 in the 4th Addition to Pages Bay Plat (Town of Menasha)

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve.
Motion carried.

5. Proposed Amendment(s) to PUD Zoning Text

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve.

CDD Keil explained a public hearing is necessary.
Motion and second withdrawn.
Public Hearing set for June 16, 2003 at 6:50 p.m.

XI. NEW BUSINESS, Cont'd

A. Plan Commission, 5/20/03, recommends, Cont'd:

6. Extraterritorial Preliminary Plat, Northshore Woods, Town of Harrison
7. Extraterritorial Preliminary Plat, North Shore Estates II, Town of Harrison

Moved by Ald. Grapengieser, seconded by Ald. Michalkiewicz to approve 6 and 7.

Motion carried.

B. Plan Commission, 5/27/03, Recommends Approval of:

1. Parking Structure Design

CDD Keil explained the design. Discussion centered on sufficient parking.

Moved by Ald. Grapengieser, seconded by Ald. Wisneski to approve.

Motion carried on roll call 8-0.

C. Administration Committee, 6/2/03:

1. Accounts payable and payroll for the period 5-21-03/5-29-03 for the amount of \$1,120,567.41

Moved by Ald. Eckstein, seconded by Ald. Taylor to approve.

Motion carried on roll call 8-0.

2. Financing Report Update

Moved by Ald. Eckstein, seconded by Ald. Weber to approve the Amended Report, to include \$1,000,000 for parking.

Motion carried on roll call 8-0.

3. Offer to Purchase 420 Third Street for \$55,000, and authorize signatures

Moved by Ald. Eckstein, seconded by Ald. Taylor to approve.

Motion carried on roll call 8-0.

4. License: Class "B" application of Mario Nunez to sell fermented malt beverages at 14 Tayco Street for the 2002-2003 license year (June 3-June 30, 2003) and that all is in total compliance before the license is issued
Hold for two weeks.

5. Licenses: Renewal liquor and malt beverage applications on file (see separate list) for the licensing year July 1, 2003-June 30, 2004 approval of department reports and inspections, and with the stipulation that all are in total compliance before the license is issued

Moved by Ald. Eckstein, seconded by Ald. Weber to approve renewal licenses except Hirschy, Inc. (CDFF), Now That's Hot, and Ottos, Inc.

Motion carried.

6. License: "Class B" application of Eric Straseske, 200 Main St. (Club UV) 2003-2004 license year, and that all is in total compliance before the license is issued.
Held earlier in Administration.

XI. NEW BUSINESS, Cont'd

C. Administration Committee, 6/2/03, Cont'd:

7. Revocation Hearing: Otto's, Inc., (Redliner), 977 Plank Road
Held earlier in Administration Committee.

D. Board of Public Works, 6/2/03:

1. Street Use Applications:

- a. 32nd Annual Otto Grunski Family Festival, July 12, 2003, 8:00 AM to 11:00 PM

Moved by Ald. Taylor, seconded by Ald. Eckstein to approve.

Moved by Ald. Weber, seconded by Ald. Taylor to amend to Brin Theatre Alliance Group.

Discussion. City ordinance referenced. Questions: department approval process/signatures.

Moved by Ald. Taylor, seconded by Ald. Eckstein to hold items a and b for two weeks.

- b. Banta Wellness Walk/Run on Sunday, August 3, 2003, 10:00 AM to 11:00 AM (Banta Corporation)
Held for two weeks—see 1a above.

2. Change Order:

- a. Balestrieri Environmental & Development, Inc.; Asbestos Abatement for the First National Bank & Elks Club Buildings; ADDITIONAL: \$8,430.00 (Change order No. 1 and Final)

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve.

Motion carried on roll call 7-1. Ald. Taylor no.

3. Payments:

- a. Balestrieri Environmental & Development, Inc.; Asbestos Abatement for the First National Bank & Elks Club Buildings; \$9,700.75 (No. 2 & Final)

Moved by Ald. Michalkiewicz, seconded by Ald. Barker to approve.

Motion carried on roll call 8-0.

- b. Miron Construction., Inc.; Unit PR 03-1 Barker Park Shelter Construction Project; \$25,650.00 (Payment No. 1)

Moved by Ald. Michalkiewicz, seconded by Ald. Barker to approve.

Motion carried on roll call 8-0.

4. Review proposed plans for Midway Road/Appleton Road (STH 47) intersection and traffic signal improvements
No action.

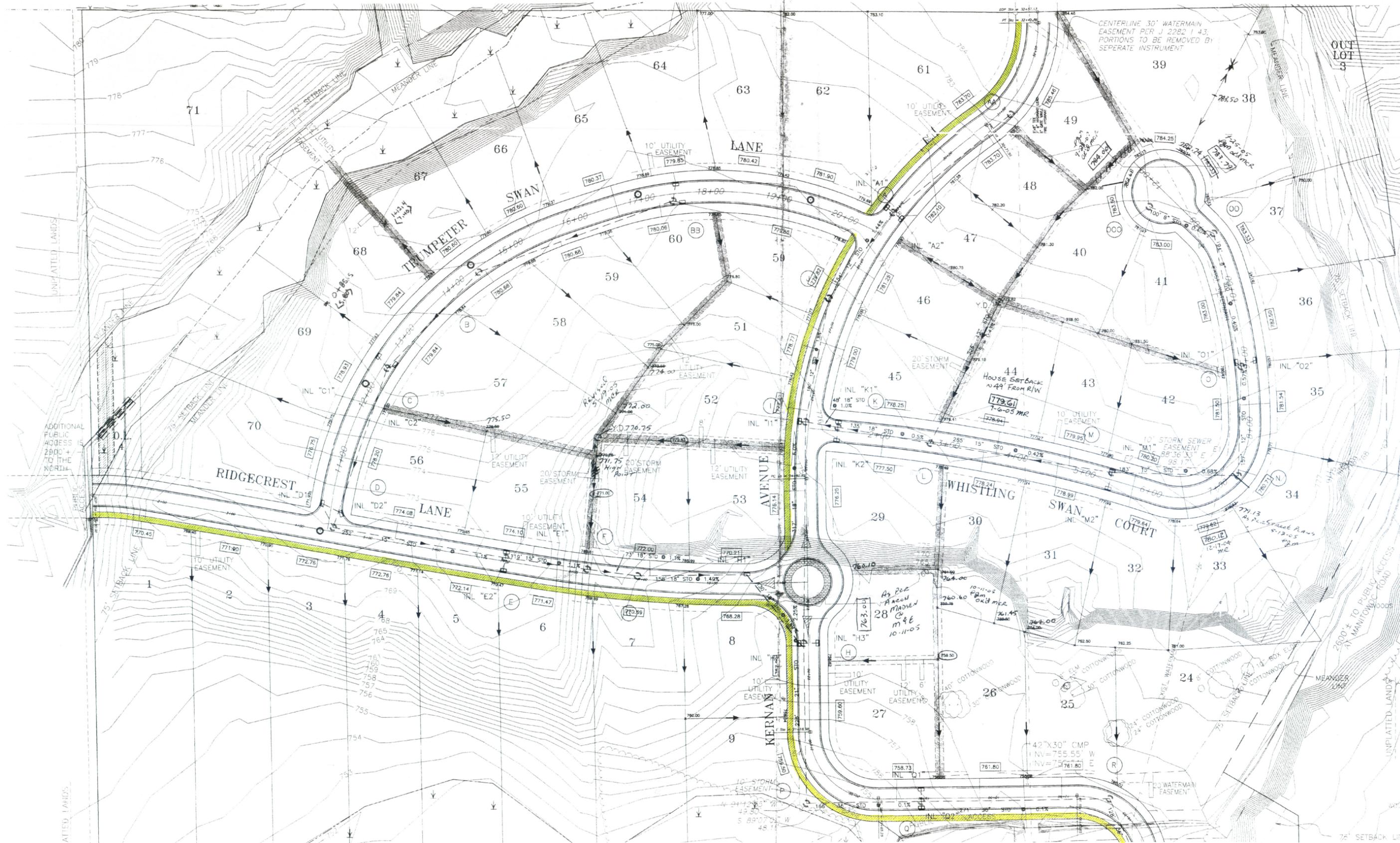
XII. REFRAIN (People from the gallery to be heard, only pertaining to matters on the agenda - five (5) minute time limit for each person)

XIII. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to adjourn at 8:40 p.m.

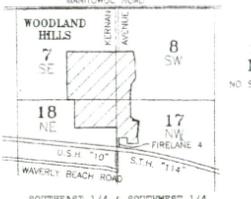
Motion carried.


Jean Smogoleski, CMC
City Clerk

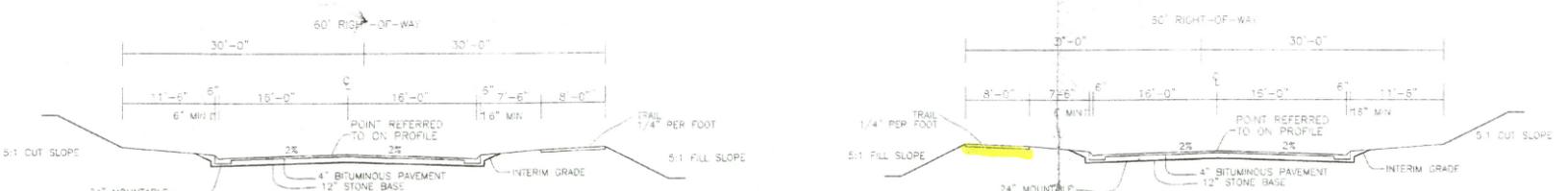


CENTERLINE 30' WATERMAIN EASEMENT PER J 2282 1-43, PORTIONS TO BE REMOVED BY SEPERATE INSTRUMENT

LOCATION MAP



WOODLAND HILLS
7 SW
8 SW
18 NE
17 SW
U.S. 101
WAVERLY BEACH ROAD
SOUTHEAST 1/4 & SOUTHWEST 1/4 OF SECTION 7
SOUTHWEST 1/4 OF SOUTHWEST 1/4 OF SECTION 8



DRAINAGE PLAN LEGEND

- STORM MANHOLE
- INLET OR YARD DRAIN
- 796.30 PROPOSED ELEVATION
- 770.45 EXISTING ELEVATION
- DIRECTION OF DRAINAGE
- EXISTING CONTOUR
- (795.00) PREVIOUS APPROVED PROP. ELEV.
- LOT LINE GRADING
- DRAINAGE EASEMENT

DRAINAGE PLAN NOTES

1. THIS FINAL DRAINAGE PLAN INDICATES THE MAJOR DRAINAGE SWALES, AND CONCEPTS THE SITE PLANNER FOR EACH INDIVIDUAL DETAILED DRAINAGE FOR THE INTERIOR OF EACH LOT. SUGGESTED GRADE AT POI SIGNIFICANTLY DIFFERING FROM ARCHITECT SHOULD CONSULT AN ENGINEER TO DETERMINE ELEVATION.
2. THE PROPOSED ELEVATIONS SHOWN ON THIS PLAN ARE ADJACENT TO ABUTTING PROPERTIES MAY VARY SLIGHTLY.