

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**January 17, 2012**  
**DRAFT MINUTES**

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3:30 PM *Informal Public Hearing – Special Use Permit – Electronic Message Center, 59 Racine Street, Parcel No. 5-00001-00*

Mayor Merkes opened the public hearing at 3:30PM. No one spoke. Mayor Merkes closed the public hearing at 3:31 PM.

**A. CALL TO ORDER**

The meeting was called to order at 3:31PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

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

PLAN COMMISSION MEMBERS EXCUSED: None

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan, Scott DeWitt, Dave Allen and Ken Brusda

**C. MINUTES TO APPROVE**

1. **Minutes of the December 6, 2011 Plan Commission Meeting**

Motion by Ald. Benner, seconded by Comm. Schmidt to approve the December 6, 2011 Plan Commission meeting minutes as presented.

The motion carried.

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

1. No one spoke.

**E. DISCUSSION**

1. **EMANONA, LLC Concept Plan for Manitowoc Road/Province Terrace Area**

Dave Allen described the development concepts they were considering for the site. These included duplex and multifamily units and possible combinations thereof.

Commissioners discussed:

- Consistency with the Comprehensive Plan
- Relationship to adjoining land uses
- Suitability of the site for alternative uses

The consensus was that the developer should proceed with their planning for duplex/multifamily use of the site.

**F. ACTION ITEMS**

1. **Special Use Permit – Electronic Message Center, 59 Racine Street, Parcel No. 5-00001-00**

Kara Homan described the proposal for the electronic message center signage and noted that notification was sent to property owners in the vicinity. One written comment was received with the property owner stating they had no objection to the proposed sign. Ald. Benner stated that he had received a phone call, with the caller objecting to the sign, although no specific reason for objecting was given. Mayor Merkes stated that he had discussed the signage proposal with

most of the neighbors, and no one had objected to the proposal.

Motion by DPW Radtke, seconded by Comm. Sturm to recommend approval of the Special Use Permit for the electronic message center at 59 Racine Street.

The motion carried.

**G. ADJOURNMENT**

Motion by Ald. Benner, seconded by DPW Radtke to adjourn at 4:53 p.m.

The motion carried.

*Minutes respectfully submitted by CDD Greg Keil.*