

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**June 19, 2012**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 3:33 PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

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

PLAN COMMISSION MEMBERS EXCUSED: None

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: PP Homan, Spencer Rolph

**C. MINUTES TO APPROVE**

1. **Minutes of the June 12, 2012 Plan Commission Meeting**

Motion by Ald. Benner, seconded by DPW Radtke to approve the June 12, 2012 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. None

**ACTION ITEMS**

1. **Potential Appleton Street Rezoning Application – R-1 to R-2 for Nonconforming Duplex**

PP Homan provided an overview of items that were discussed and presented at previous Plan Commission meetings where this item was discussed. This included the loss of legal non-conforming status due to vacancy of greater than 12 months, and how the loss of status came to be known by city staff. She also reviewed additional materials included with this packet, such as historic assessment records indicating the property has been in two-family use since the 1940's. There is no historic building permit data indicating whether or not the home was constructed as a one or two family residence.

Mr. Rolph indicated that he intended to continue rehabilitating the property, but did not foresee an easy way to convert the property back into single family due to the location of the staircase.

Plan Commissioners discussed the following items:

- Was the structure constructed as a two-family residence or converted at some point.
- Zoning and uses of neighboring properties, and proximity to the church.
- How do we deal with other similar properties likely constructed as two-family but in single family zoning districts.
- The potential for setting a precedent if this was rezoned, and the important of establishing clear findings that could not be easily applied to other properties if the rezoning is recommended.
- Other potential uses for the property.
- The important of not considering financial investment/expenditures when considering a

rezoning.

After considering the above items, it was the consensus of the Plan Commission to direct Mr. Rolph to pursue rezoning the property from R-1 to R-2, and directed staff to work with Mr. Rolph in submitting the application.

**G. ADJOURNMENT**

Motion by Commissioner Schmidt, seconded by Commissioner Cruikshank to adjourn at 4:45 p.m.

The motion carried.

*Minutes respectfully submitted by PP Homan.*