

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
December 3, 2013
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Sturm and Schmidt.

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan, David Elliott and Brian Adesso - Menasha Joint School District, Abie Khatchadourian - Eppstein Uhen Architects, Curtis Dachelet, Ben Samolinski - Miron Construction, Greg Gullickson - Point of Beginning, Ald. Dan Zielinski, Lynn Ann Sauby, Laura Biechler, Tom Grade, Paul Brunette, Bob Dove, John Nebel and James Taylor.

3:30 PM – Public Hearing Regarding the Special Use Permit Application for 336 Chute Street, Biechler’s Chute Street Pub

Mayor Merkes opened the informal public hearing at 3:30 PM.

- Curtis Dachelet commented that he was glad something was happening with the property and expressed concerns about lighting, the location of outdoor smoking areas and the potential for loud music.
- Bob Dove stated that he was glad something was happening with the property, but was concerned about how the parking needs of both the bar and the four apartment units would be met with the limited on-site parking and how those uses may impact the Germania Hall parking lot.
- Lynn Ann Sauby commented that she was happy to have new activity on the property. She expressed a desire to keep the residential character of the area intact and stated concerns about parking, lighting, outdoor smoking, landscaping, property boundaries, location of the dumpster enclosure, the potential number of patrons, and handicap accessibility.
- John Nebel stated that he was pleased to see something happening with the property, but felt that a bar was not an appropriate use for the site and was concerned about the potential for adverse impacts on the adjoining residents.

Mayor Merkes closed the public hearing at 3:50 PM.

3:35 PM – Public Hearing Regarding the Special Use Permit Application for 420 Seventh Street, Menasha High School Addition/Renovation

Mayor Merkes opened the informal public hearing at 3:51 PM.

- Abie Khatchadourian, project architect, updated the Plan Commission on changes and new materials that are being presented since the project's introduction at the November 19 meeting. These included a landscaping plan, lighting plan, renderings of all of the building elevations and the provision of building material samples.
- Tom Grade commented on preserving and reusing the decorative limestone features on the west end of the building.

Mayor Merkes closed the public hearing at 3:55 PM.

C. MINUTES TO APPROVE

1. **Minutes of the November 19, 2013 Plan Commission Meeting**

Motion by Comm. DeCoster, seconded by PWD Radtke to approve the November 19, 2013 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. None.

ACTION ITEMS

1. **Special Use Permit – 336 Chute Street – Biechler’s Chute Street Pub and Apartments**

Commissioners discussed:

- The location and type of outdoor lighting.
- The location and use of building entrances.
- The dumpster location relative to the parking lot configuration and the adjoining residences.
- The proposed landscaping plan and the schedule for its implementation.
- Snow removal.
- Possible methods for creating separation between the subject site and Germania Hall's parking lot.
- The utility/desirability of the proposed fence in the transitional area.

Additional input was received from Bob Dove, Laura Biechler, John Nebel and Curtis Dachelet on these topics.

Motion by Ald. Benner, seconded by Comm. Cruickshank to recommend approval of the Special Use Permit for 336 Chute Street with the following conditions:

- That the dumpster enclosure be relocated to the northwest corner of the parking lot.
- That parking lot and landscaping improvements be initiated by June 1, 2014.
- That any storm water plan and or facilities be subject to review and approval by the Public Works Department.
- That four of the stalls in the parking lot be dedicated to apartment tenants.
- That a lighting plan be submitted to the Community Development Department for review and approval.
- That the fence be removed from the landscape Transitional Area.
- That additional detail be provided on the railing around the outdoor seating area for review and approval by the Community Development Department.

The motion carried with DPW Radtke voting no.

2. **Special Use Permit – 420 Seventh Street – Menasha High School Addition/Renovation**

CDD Keil provided staff comments on the proposed site plan and noted deficiencies relative to erosion control, lighting, landscaping and the dumpster enclosure. Commissioners received input from James Taylor regarding existing lighting, the outdoor storage of football equipment and the need for a sidewalk on the south side of Eighth Street. Input was also provided by Tom Grade regarding the preservation and reuse of architectural details, to which Abie Khatchadourian replied that the preservation and reuse of those details is intended.

Commissioners discussed:

- Site lighting.
- The use and placement of the dumpster enclosure.
- The need for a sidewalk on the south Side of Eighth Street and the effect it would have on the proposed landscaping plan.

The consensus was to hold this item to provide opportunity for the School District to evaluate

options for the sidewalk.

G. ADJOURNMENT

Motion by Comm. DeCoster, seconded by DPW Radtke to adjourn at 5:42 p.m. The motion carried.

Minutes respectfully submitted by CDD Keil.