

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
April 23, 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, Ald. Benner, DPW Radtke and Commissioners Schmidt, Sturm and DeCoster.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Cruickshank.

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and PP Homan.

C. MINUTES TO APPROVE

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

Motion by Comm. Sturm, seconded by Comm. DeCoster to approve the March 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. **Certified Survey Map – Lake Road**

PP Homan stated that the purpose of the CSM was to create another buildable lot within the existing two lot CSM. Commissioners discussed:

- The proposed lot split as related to neighboring properties/structures
- Lot setbacks and buildable area
- The presence of an existing driveway providing access to an adjoining parcel

Motion by Comm. Sturm, seconded Ald. Benner to recommend approval of the CSM with the condition that a cross access easement be recorded for the existing driveway accessing the adjoining parcel. The motion carried.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by DPW Radtke to adjourn at 3:44 p.m.

The motion carried.

Minutes respectfully submitted by CDD Keil.