

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
July 8, 2014
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:34 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Schmidt

PLAN COMMISSION MEMBERS ABSENT:

OTHERS PRESENT: CDD Keil and PP Homan.

3:30 PM – Public Hearing Regarding Proposed Rezoning of 754 and 758 Racine Street, Parcel Numbers 1-00573-00 and 1-00574-00.

Mayer Merkes opened the public hearing at 3:34 PM.

No one spoke.

The hearing was closed at 3:35 PM.

3:35 PM – Public Hearing Regarding Proposed Amendments to Title 13 of the Menasha Code of Ordinances pertaining to Permitted Uses.

Mayer Merkes opened the public hearing at 3:35 PM.

No one spoke.

The hearing was closed at 3:40 PM.

3:40 PM – Public Hearing Regarding Proposed Amendments to Title 13 of the Menasha Code of Ordinances pertaining to Article M, Definitions.

Mayer Merkes opened the public hearing at 3:40 PM.

No one spoke.

The hearing was closed at 3:45 PM.

3:45 PM – Public Hearing Regarding Proposed Amendments to Title 13 of the Menasha Code of Ordinances pertaining to Off Street Parking.

Mayer Merkes opened the public hearing at 3:45 PM.

No one spoke.

The hearing was closed at 3:55 PM.

C. MINUTES TO APPROVE

1. Minutes of the June 17, 2014 Plan Commission Meeting

Motion by DPW Radtke, seconded by Comm. DeCoster to approve the June 17, 2014 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. **One Building per Lot:** The general provisions section of the zoning ordinance contains a limitation on structures to one main building per lot. Staff are of the opinion that this provision is intended for one and two family residential properties, and recommend the ordinance be amended to allow multiple buildings per lot for commercial, industrial and multi-family districts to promote campus-type settings. It was the consensus of commissioner's that staff should bring back an ordinance amendment that would allow multiple buildings on parcels zoned other than one or two family residential.
2. **Rezoning of Vacant Parcels:** Staff requested input from the Plan Commission regarding the creation of a policy whereby vacant parcels and those containing two or multifamily uses which had lost their legal non-conforming status would be rezoned to a R-1 Single Family classification, provided R-1 was the predominant zoning classification in proximity to the subject property. Commissioners discussed what the criteria might be to determine "predominant" and "proximity", and implications such a policy would have on land use and neighborhood character.

Motion by Comm. DeCoster, seconded by Comm. Sturm to recommend the development of a policy for the rezoning of properties as described above. The motion carried.

F. ACTION ITEMS

1. **Proposed Rezoning of 754 and 758 Racine Street – Parcel Numbers 1-00573-00 and 1-00574-00**
PP Homan described the proposed rezoning of the above-referenced parcels from R-2 Two Family Residential and C-1 General Commercial to R-1 Single Family Residential. The rezoning would make the zoning of these parcels consistent with the zoning of the other parcels comprising the Menasha High School site.

Motion by Comm. DeCoster, seconded by Comm. Sturm to recommend approval of the proposed rezoning of 754 and 758 Racine Street, respectively, from R-2 Two Family Residential and C-1 General Commercial to R-1 Single Family Residential. The motion carried.

2. Zoning Modifications Relating to Regulating Short Term Rentals
 - a. **Proposed Amendments to Title 13 of the Menasha Code of Ordinances pertaining to Permitted Uses**

Motion by DPW Radtke, seconded by Comm. Cruickshank to approve the proposed ordinance changes relative to permitted uses as presented. The motion carried.
 - b. **Proposed Amendments to Title 13 of the Menasha Code of Ordinances pertaining to Article M, Definitions**

Motion by DPW Radtke, seconded by Ald. Benner to approve the proposed ordinance changes pertaining to Article M, Definitions as presented. The motion carried.
 - c. **Proposed Amendments to Title 13 of the Menasha Code of Ordinances pertaining to Off Street Parking**

Motion by DPW Radtke, seconded by Comm. Cruickshank to approve the proposed ordinance changes pertaining to off street parking as presented. The motion carried.
3. **Annexation – Kay V. Burroughs Trust – Impact Report to Common Council**
PP Homan described the parcels included in the annexation petition and their expected future

uses. Motion by Comm. Sturm, seconded by DPW Radtke to recommend approval of the annexation to the to the Common Council with a zoning classification for Parcel A of R-1, Single Family Residence District and of Parcel B to C-1, General Commercial District with findings that the annexation is consistent with City of Menasha Comprehensive Plan and the boundary agreement between the City and Town of Menasha and with a further finding that the annexation will have a positive impact on the city. The motion carried.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by DPW Radtke, to adjourn at 4:35 PM. The motion carried.

Minutes respectfully submitted by CDD Keil.