

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
February 2, 2010
MINUTES

A. CALL TO ORDER

The meeting was called was called to order at 3:35 p.m. by Mayor Donald Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: None

OTHERS PRESENT: CDD Keil

C. MINTUES TO APPROVE

1. **Minutes of the January 19, 2010 Plan Commission Meeting**

Moved by Comm. Homan, seconded by Comm. Schmidt to approve the January 5, 2010 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. **Complete Streets Policy**

Commissioners viewed a slide show presentation on the benefits of adopting and implementing complete street guidelines and discussed implications relative to the city's current sidewalk policy and related safety, cost, homeowner preference considerations.

Staff is to assemble examples of policies adopted by other communities.

2. **Mixed Use Zoning Districts and Form Based Codes**

Mayor Merkes and Comm. Homan reported that they had made some preliminary contacts with other communities who have had experience with form based codes and more information would be forthcoming.

3. **Comprehensive Plan Review – Prioritization of Issues**

CDD Keil stated that he had not completed this task and that the suggested priorities would be available at the next Plan Commission meeting.

4. **Abby Street Substation**

CDD Keil reported that he had further discussions with WE Energies concerning the potential acquisition of the site. They are planning on some limited environmental site assessment work and will be giving further consideration to the city's inquiry about donating the site or reaching some other accommodation for public use.

CDD Keil is to report back with any new developments.

5. **Natures Way Easement**

CDD Keil reported that the individual requesting the easement release had not responded to contacts, and that no new information is available. He is to make follow-up contacts and report back at the next Plan Commission meeting.

6. **Dedication of Access Easements as Public Streets – Midway Crossings Development – Bob Drifka**

CDD Keil reported that neither the Department of Transportation nor Calumet County responded to his inquiry regarding permitting conversion of the existing driveway access from private driveways to public streets. He is to make follow-up contacts with DOT and Calumet County and report back at the next meeting.

G. ACTION ITEMS

1. None

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Schmidt to adjourn at 4:53 PM.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director