

It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, and/or Common Council may attend this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
PLAN COMMISSION
Council Chambers
140 Main Street, Menasha**

**November 8, 2011
3:30 PM**

AMENDED AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the October 18, 2011 Plan Commission Meeting](#)
- D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
Five (5) minute time limit for each person
- E. DISCUSSION
 - 1. [Comprehensive Plan Annual Review](#)
- F. ACTION ITEMS
 - 1. [Certified Survey Map – Tayco Street](#)
 - 2. [Gas Main Easement – Out Lot 3 – Re-Plat Lake Park Villas](#)
- G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
1st Floor Conference Room, City Hall – 140 Main Street
October 18, 2011
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: DPW Radtke

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: Tom Grade, John Kuehl, Sandy Weston, CDD Keil and PP Homan

C. MINTUES TO APPROVE

1. **Minutes of the October 4, 2011 Plan Commission Meeting**

Motion by Ald. Benner, seconded by Comm. Schmidt to approve the October 4, 2011 Plan Commission meeting minutes as corrected.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. None

F. ACTION ITEMS

2. **Certified Survey Map – Kernan Avenue**

CDD Keil explained that the CSM will combine two lots to enable a more favorable placement of a home on the site.

Motion by Comm. Schmidt, seconded by Ald. Benner to recommend approval of the CSM.

The motion carried

3. **Transitional Area Review – 999 Brighton Drive**

CDD Keil summarized the history of the property with regard to the parcel size and Government Use zoning designation. A transitional area is required between Government Use and residential zoning districts.

Tom Grade explained his proposal to add on to the north side of the building to enable the installation of a window and salvaged stone architectural details from the original Sensenbrenner mansion. The foundation for the addition was constructed over the property line.

Motion by Comm. Cruikshank, seconded by Comm. Schmidt to approve the transitional area subject to:

- Submission of construction plans and approval of a building permit
- Relocation on the foundation within the property boundary
- Submission of a final landscaping plan for review and approval by Community

Development Department staff

The motion carried.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Cruickshank to adjourn at 4:15 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, CDD.

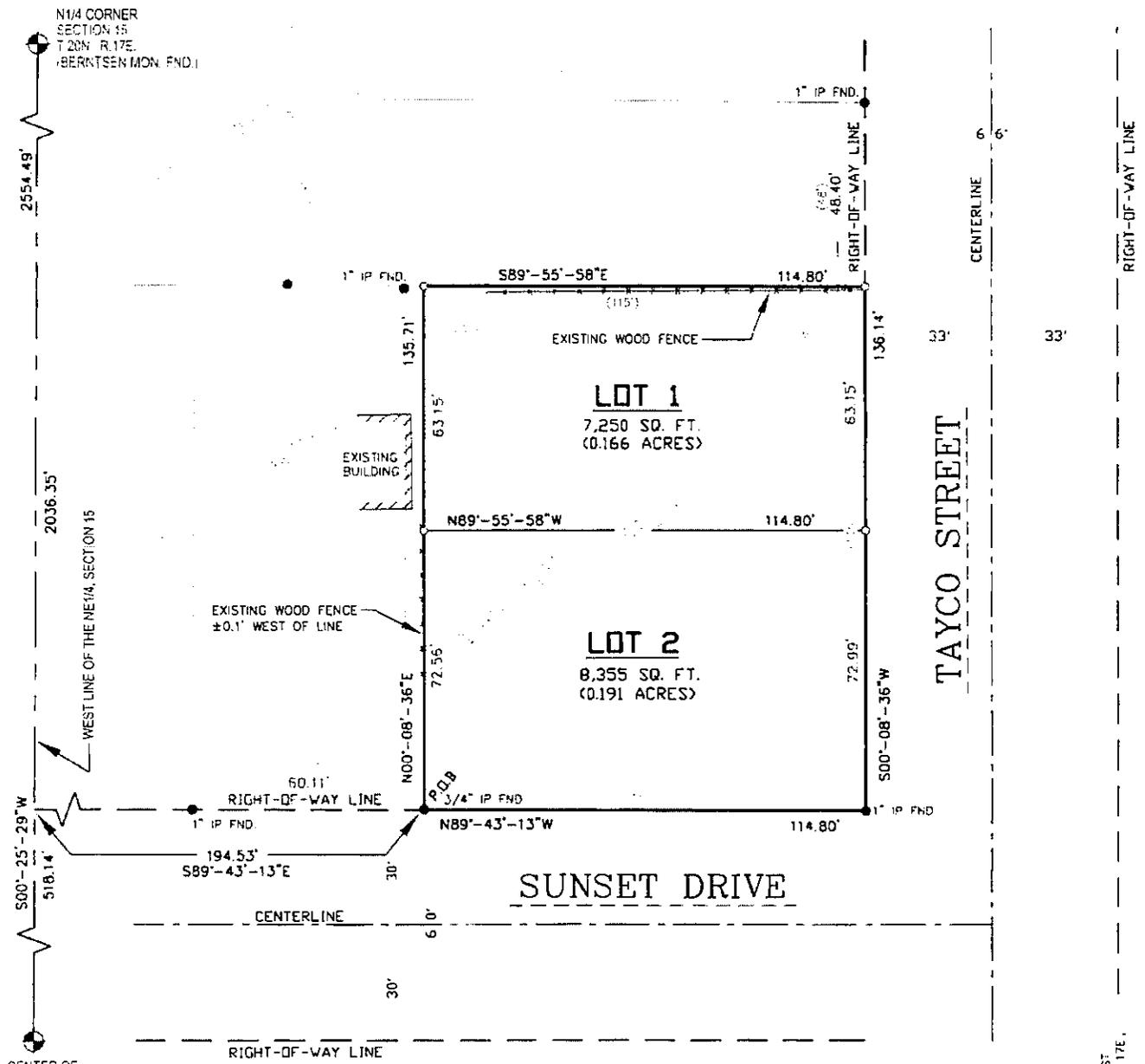


Notice is hereby given that the City of Menasha Community Development Department is initiating its annual review of the city's comprehensive plan. Persons interested in commenting on the plan are invited to submit comments to the Department of Community Development, 140 Main Street, Menasha, WI 54952 or via e-mail to kheim@ci.menasha.wi.us. Amendment requests intended to benefit a specific property or group of properties under the same ownership or control must follow the application procedure specified in Menasha Ordinance 2-4-5(g)(3)(e). Comments or amendment requests should be submitted on or before December 31, 2011.

Run: November 8, 2011

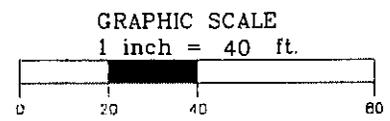
CERTIFIED SURVEY MAP NO. _____

LOCATED IN THE SW1/4 OF THE NE1/4 OF SECTION 15, T.20N., R.17E., BEING A PART OF LOT 1, BLOCK 1, SUNSET PLAT, BEING A PART OF LOT 22, DARLINGS ADDITION, SECOND WARD, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN



CENTER OF SECTION 15
T.20N., R.17E.
(BERNTSEN
(WITNESS MON. FND.)

- LEGEND-
- = 1" X 18" IRON PIPE SET (1.130 LB./FT.)
 - = 1" IRON PIPE FOUND
 - () = RECORDED INFORMATION
 - +— = EXISTING FENCE



BEARINGS REFERENCED TO THE WINNEBAGO COUNTY COORDINATE SYSTEM AND THE WEST LINE OF THE NE1/4, SECTION 15, T.20N., R.17E., WHICH BEARS: S00°-25'-29"W

MERIDIAN SURVEYING, LLC <small>N8774 Firelane 1 Office: 920-993-0881 Menasha, WI 54952 Fax: 920-273-6037</small>	DRAWN BY: <i>J.D.</i>	FIELD WORK DATE: <i>9-30-11</i>	SURVEYED FOR: HABITAT FOR HUMANITY GREATER FOX CITIES AREA
	CHECKED BY: <i>S.C.D.</i>	FIELD BOOK: <i>M-22, PG. 57</i>	
	JOB NO.: <i>6579-A114</i>	SHEET <i>1</i> OF <i>3</i>	

STATE OF WISCONSIN) SS
WINNEBAGO COUNTY)

CERTIFIED SURVEY MAP NO. _____
SHEET 2 OF 3

SURVEYOR'S CERTIFICATE:

I, Steven C. De Jong, Wisconsin Registered Land Surveyor of Meridian Surveying, LLC., certify that I surveyed, divided and mapped under the direction of GFCA Habitat for Humanity, a parcel of land located in the Southwest Quarter (SW1/4) of the Northeast Quarter (NE1/4) of Section Fifteen (15), Township Twenty (20) North, Range Seventeen (17) East, and being a part of Lot One (1), Block One (1), of Sunset Plat, being a part of Lot Twenty-Two (22), Darling Addition, Second Ward, City of Menasha, Winnebago County, Wisconsin containing 15,605 square feet (0.358 acres) of land and being described by:

Commencing at the North Quarter Corner of said Section 15; thence S00°-25'-29"W 2036.35 feet along the West line of the NE1/4 of said Section 15 to the South line of Block 1 of said Sunset Plat; thence S89°-43'-13"E 194.53 feet along said South line of Block 1 to the point of beginning; thence N00°-08'-36"E 135.71 feet to the North line of said Block 1; thence S89°-55'-58"E 114.80 feet along said North line of Block 1 to the Northeast corner thereof; thence S00°-08'-36"W 136.14 feet along the East line of said Block 1 to the Southeast corner thereof; thence N89°-43'-13"W 114.80 feet along the South line of said Block 1 to the point of beginning, being subject to any and all easements and restrictions of record.

That such is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of the City of Menasha in surveying, dividing and mapping the same.

Dated this _____ day of _____, 2011

Wisconsin Registered Land Surveyor, S-2791
Steven C. De Jong

Owner of Record: East Wisconsin Savings Bank
This Certified Survey Map is contained wholly within the property described in: Document No. 1558840
This Certified Survey Map is contained in Tax Parcel Number: 720066400

CITY OF MENASHA APPROVAL

This Certified Survey Map was approved by the City of Menasha on this _____ day of _____, 2011.

Mayor

City Clerk

STATE OF WISCONSIN) SS
WINNEBAGO COUNTY)

CERTIFIED SURVEY MAP NO. _____

SHEET 3 OF 3

Located in the Southwest Quarter (SW1/4) of the Northeast Quarter (NE1/4) of Section Fifteen (15), Township Twenty (20) North, Range Seventeen (17) East, and being a part of Lot One (1), Block One (1), of Sunset Plat, being a part of Lot Twenty-Two (22), Darling Addition, Second Ward, City of Menasha, Winnebago County, Wisconsin

OWNER'S CERTIFICATE

As owner I hereby certify that I have caused the land on this Certified Survey Map to be surveyed, divided & mapped as represented on this map.

In the presence:

Authorized Representative
(East Wisconsin Savings Bank)

Personally came before me this _____ day of _____ 2011.
The above named authorized representative for East Wisconsin Savings Bank, known to me the person who executed the foregoing instrument and acknowledged the same.

Notary Public _____ Wisconsin

CITY TREASURER'S CERTIFICATE

I, being duly elected, qualified and acting Treasurer of the City of Menasha, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of _____ affecting the lands included in this Certified Survey Map.

Date

City Treasurer

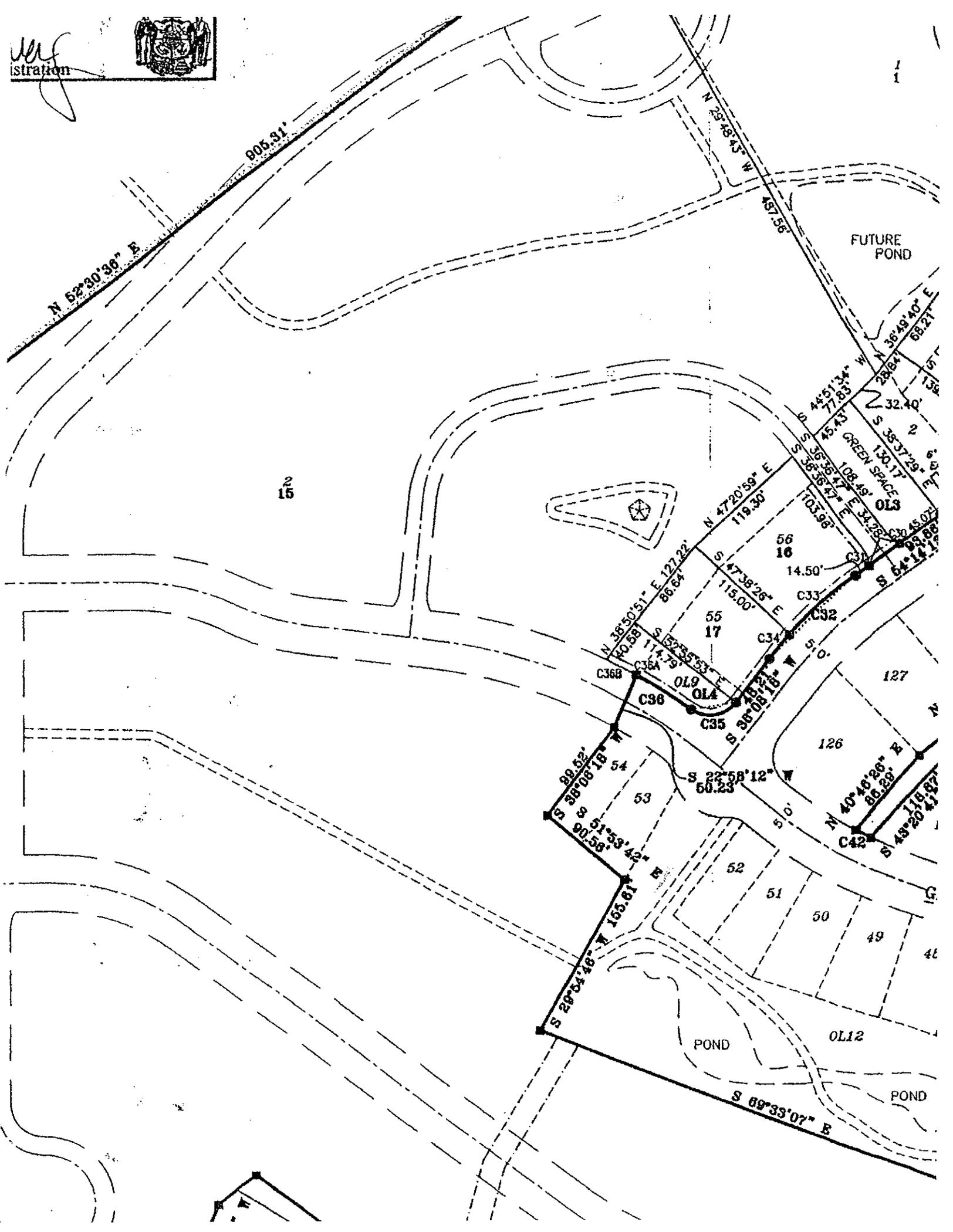
COUNTY TREASURER'S CERTIFICATE

I, being duly elected, qualified and acting Treasurer of the County of Winnebago, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of _____ affecting the lands included in this Certified Survey Map.

Date

County Treasurer

Registration



N 62°30'36" E
906.91'

N 23°45'43" W
457.56'

FUTURE POND

15

GREEN SPACE

N 47°20'59" E
119.30'

N 44°51'24" W
77.83'

S 35°37'29" E
130.17'

N 38°50'31" E 127.22'
S 47°38'26" E 115.00'

S 36°36'47" E 103.58'

S 36°36'47" E 103.58'

S 54°14'17" E 68.27'

N 38°50'31" E 127.22'
S 47°38'26" E 115.00'

S 36°36'47" E 103.58'

S 54°14'17" E 68.27'

S 30°00'18" W 80.02'
S 51°53'42" E 90.58'

S 22°58'12" W 60.23'

N 40°40'20" E 80.29'
S 43°20'41" E 71.87'

S 20°04'48" W 165.81'

S 69°33'07" E

POND

POND

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Gas main proposed to be 2' off Proposed Future ROW into OL3 in an easement, until the watermain enters OL3, then new gas would be 5' off WM. I would then like to cross Fountain Way north of Storm Sewer catch basins

