

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**

**July 12, 2011
3:30 PM**

AMENDED AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the June 21, 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. None
- F. ACTION ITEMS
 - 1. [The Ponds of Menasha Preliminary Plat Review](#)
 - 2. [The Ponds of Menasha Variance Request](#)
 - 3. [Disposition of Former Neenah-Menasha Fire Rescue Station 36 – 901 Airport Road](#)
 - 4. [Landscaping Plan Amendment – Exopack – 171 River Street](#)
 - 5. [Lighting Plan Amendment – Dollar General – Appleton Road](#)
- G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
June 21, 2011
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:30p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Commissioner Homan, DPW Radtke and Ald. Benner

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Cruickshank, Sturm and Schmidt

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Kester, Todd Platt and Rick Fischer

C. MINTUES TO APPROVE

1. **Minutes of the June 7, 2011 Plan Commission Meeting**

Motion by DPW Radtke, seconded by Ald. Benner to approve the June 7, 2011 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

F. ACTION ITEMS

1. **Site Plan Review – Dollar General – Appleton Road**

This item was held from the June 7, 2011 Plan Commission meeting to resolve questions about lighting, landscaping , mechanical screening and building materials. Following discussion, Ald. Benner made, and Comm. Homan seconded a motion to approve the site plan for Dollar General subject to the following conditions:

- The appearance and specifications for the metal architectural panels shall be subject to staff approval
- A lighting plan meeting the adopted standards shall be created and presented to the Plan Commission for approval
- External duct work shall be painted or otherwise treated to blend with building colors
- A 6 foot high wood fence shall be added to the transitional area abutting the parking lot on the east side of the site
- Ground mounted mechanicals shall be screened with a 6 foot high wood fence
- A wall section shall be furnished along with the building plan submittal
- The storm water management plan shall be subject to approval by the Public Works Department

The motion carried.

2. **Easement Release – Lake Park Square**

CDD Keil stated that the owners of Lake Park Swim and Fitness requested release of the Ingress and Egress Easement that cuts diagonally through their parking lot. He stated that he had reviewed the easement with DPW Radtke, and it is staff's opinion that there would be no adverse impact from releasing the easement.

Motion by DPW Radtke, seconded by Ald. Benner to recommend approval of the release of the Ingress and Egress Easement as shown on the reference drawing.

The motion carried

3. **Certified Survey Maps – Lake Park Villas – Section 1, Section 2, Section 3**

CDD Keil explained that the CSM's were created to enable the transfer of land as per the development agreements entered into between the city and the Ponds of Menasha, LLC and Cypress Homes and Realty. Commissioner's discussed:

- Creating a lot for the parcel that was transferred to the Waverly Sanitary District via quit claim deed
- The sequencing of CSM approval/recording
- The purpose of Outlot 3 on the drawing labeled Section 2

Motion by Comm. Homan, seconded by DPW Radtke to recommend approval of the CSM's subject to the following:

- Details shall be labeled A & B on the CSM labeled Section 2
- The Waverly Sanitary District shall be added as an owner on the CSM's labeled Section 2 and Section 3
- The CSM's labeled Section 2 shall be recorded after those labeled 1 and 3.

The motion carried

G. ADJOURNMENT

Motion by Comm. Homan, seconded by Ald. Benner to adjourn at 4:55 p.m. The motion carried.

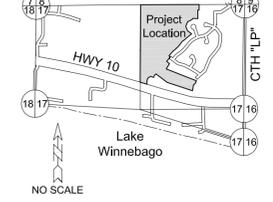
Minutes respectfully submitted by Greg Keil, CDD.

The Ponds of Menasha

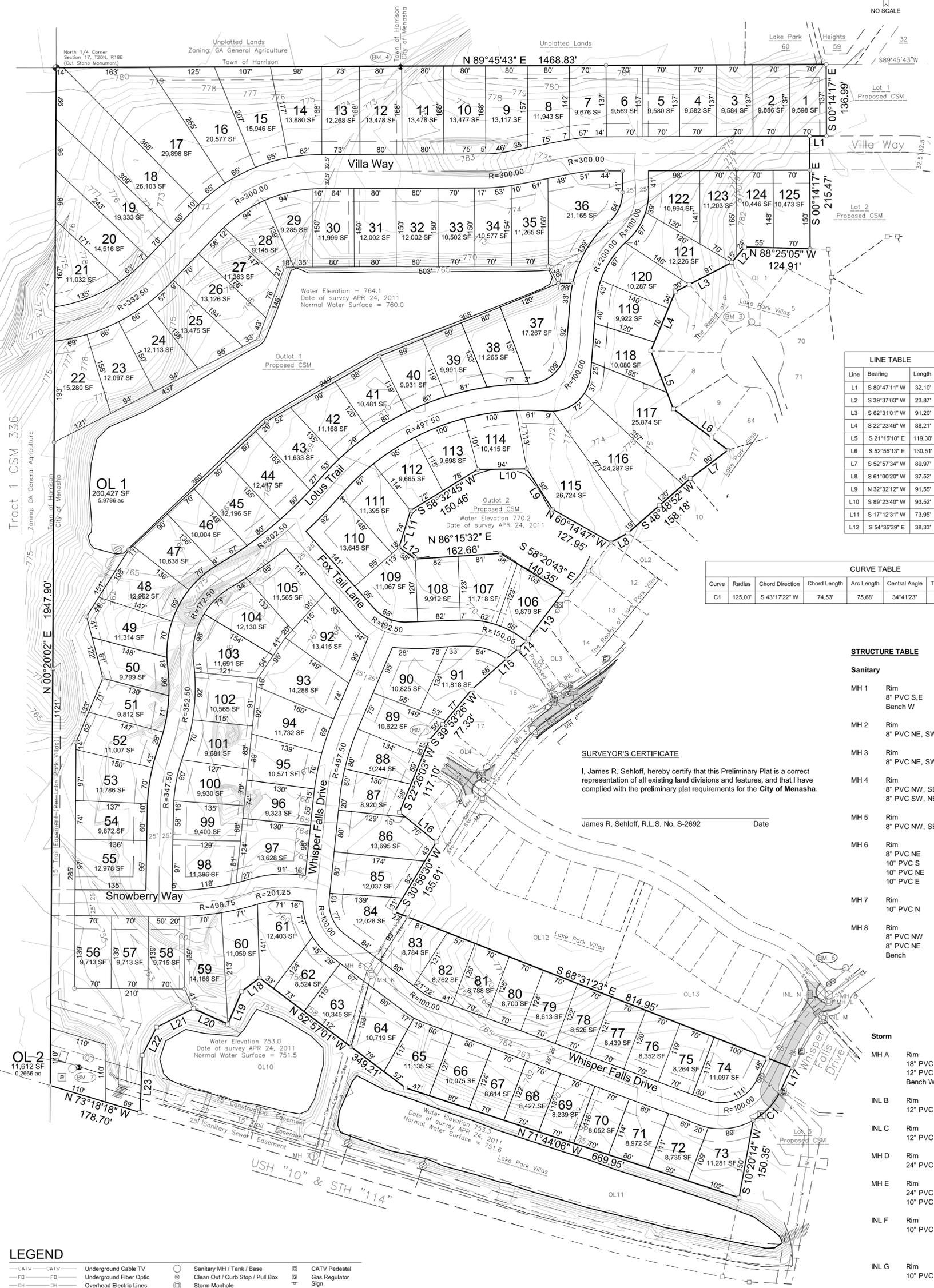
All of Lot 4 of CSM _____, all of Lot 2 of CSM _____ & all of Lot 1 and Outlot 1 of CSM _____ being part of the Northwest 1/4 of the Northeast 1/4, Northeast 1/4 of the Northeast 1/4 and Southwest 1/4 of the Northeast 1/4, of Section 17, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin

LOCATION MAP

SEC 17, T 20 N, R 18 E,
CITY OF MENASHA,
CALUMET COUNTY, WI



Bearings are referenced to the North line of Northeast 1/4 Section 17, T20N, R18E assumed to bear N89°45'43"E based on Calumet County coordinate system



Line	Bearing	Length
L1	S 89°47'11" W	32.10'
L2	S 39°37'03" W	23.87'
L3	S 62°31'01" W	91.20'
L4	S 22°23'46" W	88.21'
L5	S 21°15'10" E	119.30'
L6	S 52°55'13" E	130.51'
L7	S 52°57'34" W	89.97'
L8	S 61°00'20" W	37.52'
L9	N 32°32'12" W	91.55'
L10	S 89°23'40" W	93.52'
L11	S 17°12'31" W	73.95'
L12	S 54°35'39" E	38.33'
L13	S 36°52'36" W	117.81'
L14	S 46°37'50" W	19.53'
L15	S 48°22'44" W	119.31'
L16	S 50°51'57" E	90.57'
L17	S 25°56'41" W	51.80'
L18	S 52°52'40" W	42.99'
L19	S 22°38'13" W	67.40'
L20	N 65°57'47" W	71.94'
L21	S 63°14'44" W	78.77'
L22	S 27°00'47" W	60.11'
L23	S 02°14'22" W	109.51'

Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle	Tangent Bearing-in	Tangent Bearing-out
C1	125.00'	S 43°17'22" W	74.53'	75.68'	34°41'23"	S 25°56'41" W	S 60°38'03" W

STRUCTURE TABLE

Structure	Material	Depth	Remarks
Sanitary	MH 1	Rim 782.98	8" PVC S.E. 770.03
			Bench W 770.53
	MH 2	Rim 770.31	8" PVC NE, SW 759.44
	MH 3	Rim 768.48	8" PVC NE, SW 757.53
	MH 4	Rim 768.20	8" PVC NW, SE 753.18
			8" PVC SW, NE 753.06
	MH 5	Rim 767.38	8" PVC NW, SE 755.28
	MH 6	Rim 759.41	8" PVC NE 741.54
			10" PVC S 741.23
			10" PVC NE 741.30
			10" PVC E 741.66
	MH 7	Rim 755.18	10" PVC N 739.88
MH 8	Rim 768.53	8" PVC NW 756.43	
		8" PVC NE 756.48	
		Bench 756.98	
Storm	MH A	Rim 782.96	18" PVC S 775.01
			12" PVC SW, N 775.93
			Bench W 775.96
	INL B	Rim 782.08	12" PVC NE, E 777.98
	INL C	Rim 782.57	12" PVC S 778.77
	MH D	Rim 770.20	24" PVC SW 761.63
	MH E	Rim 769.64	24" PVC NE, SW 760.94
			10" PVC to Inlets 763.19
	INL F	Rim 769.39	10" PVC W 765.91
	INL G	Rim 769.49	10" PVC S 765.52
	INL H	Rim 769.46	10" PVC SE 765.61
	MH I	Rim 767.29	24" PVC SW, NE 756.41
		10" PVC NW 756.63	
MH J	Rim 767.29	10" PVC SE 760.79	
MH K	Rim 759.58	24" PVC NE 752.06	
		36" PVC S 751.96	
MH L	Rim 767.62	12" PVC NW, NE 761.17	
		18" PVC SW 761.07	
INL M	Rim 766.18	18" PVC NE, SE 760.68	
INL N	Rim 766.69	10" PVC SE 763.01	

SURVEYOR'S CERTIFICATE
I, James R. Sehloff, hereby certify that this Preliminary Plat is a correct representation of all existing land divisions and features, and that I have complied with the preliminary plat requirements for the City of Menasha.

James R. Sehloff, R.L.S. No. S-2692 Date

SUPPLEMENTARY DATA
Total Area = 2,067,427 SF 47.4616 acres
R/W Area = 320,613 SF 7.3603 acres
Net Area = 1,475,792 SF 33.8795 acres
Number of Lots = 125
Number of Outlots: 2
Average lot size = 11,800 SF
Typical lot dimension = 75' x 150'
Lineal feet of street = 6,043 LF
Existing zoning = Single Family Residential
Proposed zoning = Same

Owner Information:
City of Menasha
140 Main Street
Menasha, WI 54952

The Ponds of Menasha, LLC
Jeff Marlow
1300 Kimp's Court
Green Bay, WI 54313

Waverly Sanitary District
N8722 County Road LP
Menasha, WI 54952

NOTES:
Utility and Drainage Easements will be shown on Final Plat

LEGEND

- CATV - CATV
- FD - FD
- OH - OH
- San - San
- Sto - Sto
- E - E
- G - G
- T - T
- W - W
- F - Steel
- F - Wood
- F - Barbed Wire
- Treeline
- Culvert
- Index Contour
- Intermediate Contour
- Sanitary MH / Tank / Base
- Clean Out / Curb Stop / Pull Box
- Storm Manhole
- Inlet
- Catch Basin / Yard Drain
- Water MH / Well
- Hydrant
- Utility Valve
- Utility Meter
- Utility Pole
- Light Pole / Signal
- Guy Wire / Pump
- Electric Pedestal
- Electric Transformer
- Air Conditioner
- Telephone Pedestal
- Telephone Manhole
- CATV Pedestal
- Gas Regulator
- Sign
- Soil Boring
- Benchmark
- 1/2" Rebar Found
- 3/4" Rebar Found
- 1" Iron Pipe Found
- 2" Iron Pipe Found
- Chiseled "X" Found
- Masonry (PK) Nail Found
- RR Spike Found
- Government Corner

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
CIVIL ENGINEERING CONSULTANTS
1811 Racine Street Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-830-9595
www.davel.pro



June 24, 2011

City of Menasha
Greg Keil
140 Main Street
Menasha, WI 54952

RE: The Ponds of Menasha, City of Menasha

Dear Greg Keil:

The following materials are enclosed to serve the proposed project, The Ponds of Menasha, located in the City of Menasha:

1. \$125 Review Fee
2. 11x17 pre-plat plans (16 copies)
3. Full size pre-plat plans (2 copies)
4. Preliminary engineering plans (2 full, 3 half size)
5. Preliminary storm water management plan report (1 copy)
6. Preliminary erosion & sediment control plan report (1 copy)

We are also requesting 4 Variances. They are as follows:

1. Right of way on Villa Way be 65'
2. Right of way of all other streets 50'
3. Temporary Cul du Sac on Villa way beyond 800' due to the road being extended in the future.
4. No temporary Cul du Sac on Snowberry Way due to short length of street.

Please let me know if you have any questions, or if additional information is required. I can be reached at (920) 560-6562.

Sincerely,

James R. Sehloff, RLS
Registered Land Surveyor

JRS/blt

Enclosures

Cc: Jeff Marlow, Lexington Homes (w/o enclosures)



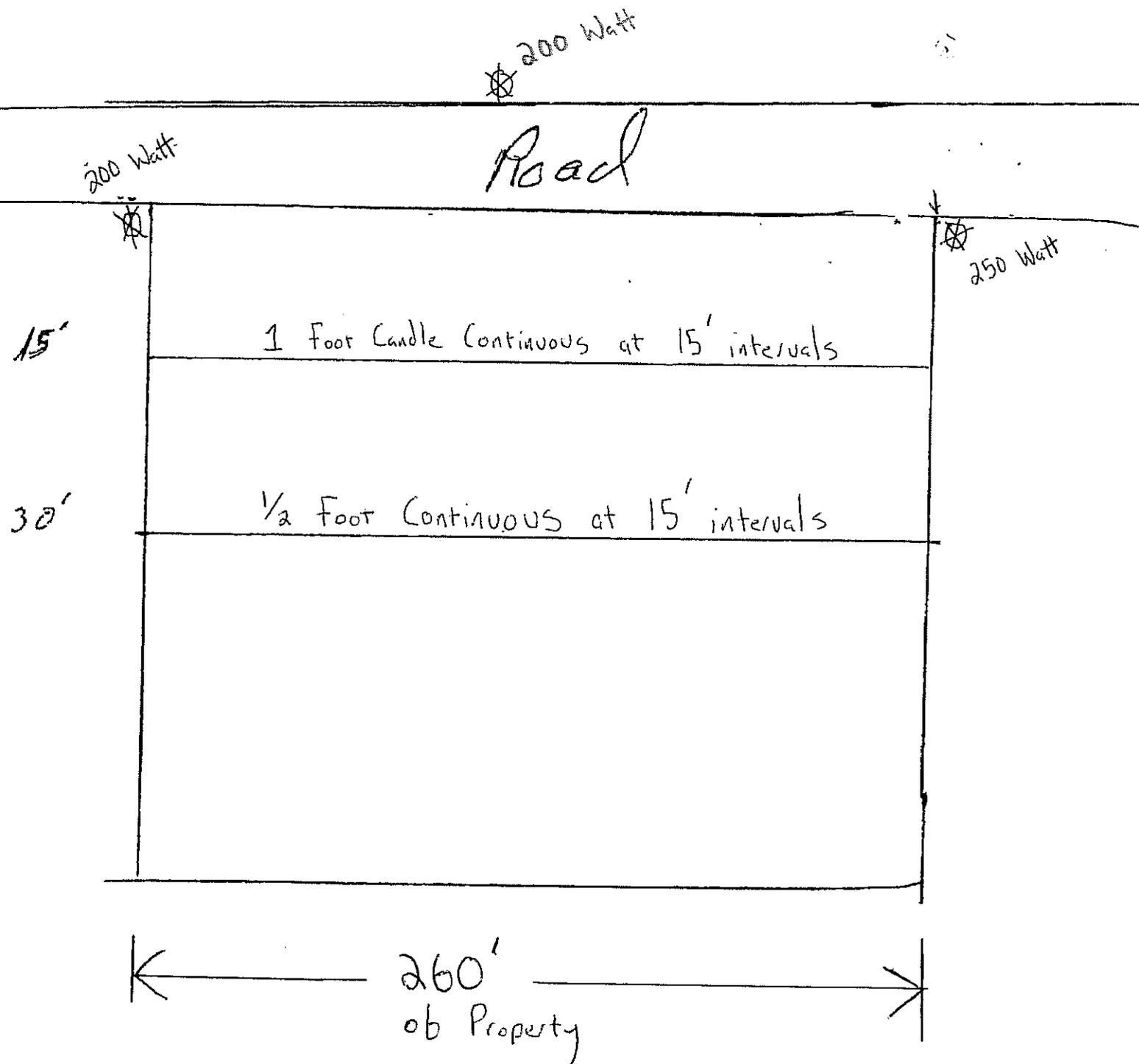
Light Meter Readings

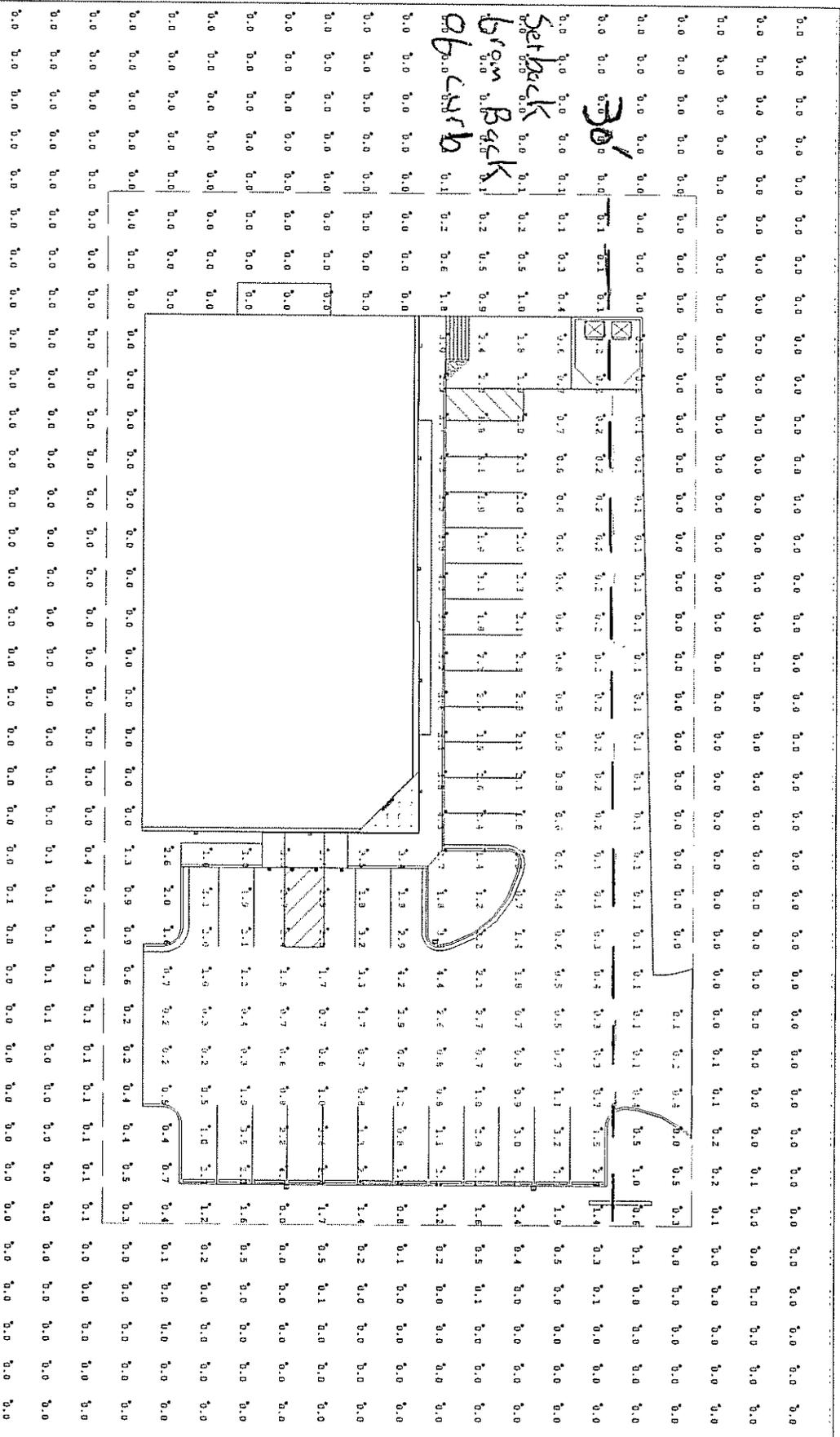
1 of 2

(920) 427-2214 • FAX: (920) 734-4961

1125 North Owaissa Street • Appleton, WI 54911

⊗ Existing Street Lights ⊗





Dollar General - Rev 2
Menasha, WI

CONFIDENTIAL INFORMATION Please Note: This data is based upon certain specific assumed reflectances and characteristics of the proposed environment. Any deviation from these reflectances or assumed characteristics may affect the actual performance of the luminaires. Based on the factors, Harris Manufacturing, Inc. can not guarantee these results.

Harris Lighting
4035 Reynolds Blvd
Green Cove Springs, FL 32043
Tel: (904) 284-1220 x262
Email: bhartt@harrislighting.com



12" Full Cutoff Parking Lot Fixture

MFHID-PLL

Application

Parking areas, entrances, walkways, loading docks, or recreation areas.

Construction

Body: Sturdy die-cast aluminum housing and frame, with dark-bronze polyester powder-coat finish.

Lens: Tempered-glass lens, thermal-shock and impact resistant.

Reflector: Formed anodized aluminum reflector.

Ballast: Quad-tap CWA ballast.

Mounting: 2-3/8" inch adjustable slip fitter.

Listing: UL Listed for wet location.

Electrical

UL listed wire rated for required temperature and voltage. Lamps is secured with Mogul Base.



Warranty

Harris standard terms and conditions apply.

Options

Sensors (See available options)

Features

- Full Cutoff at 0 degree horizontal plane.
- Anodized aluminum reflector with high efficiency and wide beam spread.
- Quad-Tap 120 /208 / 240 / 277V Ballast
- Size: 12" square x 5" deep
- Factory supplied lamps are available in various CRI ratings, temperature colors and rated life
- Photo sensor compatible.

Ordering Information

Use the Flow chart below to configure the part number. Actual part number may vary due to configuration.

MFHID-PLL	Type Parking Lot Lighting Fixture
	Number of Lamps Req'd 50MH - 1-50W Metal Halide 70MH - 1-70W Metal Halide 100MH - 1-100W Metal Halide 175MH - 1-175W Metal Halide
	Options See Option Sheet
	Body Color Blank - Bronze

12" Wall Pack Full Cutoff MFHID-WPF

Application

Parking areas, entrances, walkways, underpasses, loading docks, or recreation areas.

Construction

Body: Heavy duty die-cast aluminum housing with high impact/heat resistant borosilicate glass for ultimate light distribution.

Lens: Borosilicate glass is hinged and removable. Silicone rubber seal to prevent leakage from outside.

Reflector: One piece anodized aluminum designed reflector for best light efficiency.

Finish: Powder coated dark Architectural Bronze color.

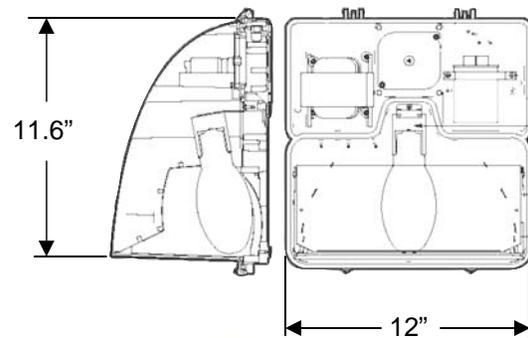
Connections: 1/2" tapped holes available for installing photocell (photocell optional).

Electrical

UL listed wire rated for required temperature and voltage. Lamps is secured with Mogul Base.

Warranty

Harris standard terms and conditions apply.



Features

- Full Cutoff Design
- Dark Architectural Bronze Body Color
- Quad-Tap 120 / 208 / 240 / 277V Ballast
- Factory supplied lamps are available in various CRI ratings, temperature colors and rated life
- UL Listed for Wet Locations
- Photosensor compatible

Ordering Information

Use the Flow chart below to configure the part number. Actual part number may vary due to configuration.

MFHID-WPF	Type WPF Wall Pack Full Cutoff Fixture	
	Number of Lamps Req'd	
	50MH - 1-50W Metal Halide	100MH - 1-100W Metal Halide
	70MH - 1-70W Metal Halide	150PMH - 1-150W Pulse Start MH