

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 3, 2012  
3:30 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [Minutes of the June 19, 2012 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. [Extraterritorial Certified Survey Map – 1811 Racine Street/505 Valley Road – Town of Menasha](#)
- G. ADJOURNMENT

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**June 19, 2012**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 3:33 PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Commissioner Sturm, Commissioner Cruikshank, Commissioner Schmidt, DPW Radtke and Ald. Benner.

PLAN COMMISSION MEMBERS EXCUSED: None

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: PP Homan, Spencer Rolph

**C. MINUTES TO APPROVE**

1. **Minutes of the June 12, 2012 Plan Commission Meeting**

Motion by Ald. Benner, seconded by DPW Radtke to approve the June 12, 2012 Plan Commission meeting minutes as presented.

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. **Potential Appleton Street Rezoning Application – R-1 to R-2 for Nonconforming Duplex**

PP Homan provided an overview of items that were discussed and presented at previous Plan Commission meetings where this item was discussed. This included the loss of legal non-conforming status due to vacancy of greater than 12 months, and how the loss of status came to be known by city staff. She also reviewed additional materials included with this packet, such as historic assessment records indicating the property has been in two-family use since the 1940's. There is no historic building permit data indicating whether or not the home was constructed as a one or two family residence.

Mr. Rolph indicated that he intended to continue rehabilitating the property, but did not foresee an easy way to convert the property back into single family due to the location of the staircase.

Plan Commissioners discussed the following items:

- Was the structure constructed as a two-family residence or converted at some point.
- Zoning and uses of neighboring properties, and proximity to the church.
- How do we deal with other similar properties likely constructed as two-family but in single family zoning districts.
- The potential for setting a precedent if this was rezoned, and the important of establishing clear findings that could not be easily applied to other properties if the rezoning is recommended.
- Other potential uses for the property.
- The important of not considering financial investment/expenditures when considering a

rezoning.

After considering the above items, it was the consensus of the Plan Commission to direct Mr. Rolph to pursue rezoning the property from R-1 to R-2, and directed staff to work with Mr. Rolph in submitting the application.

**G. ADJOURNMENT**

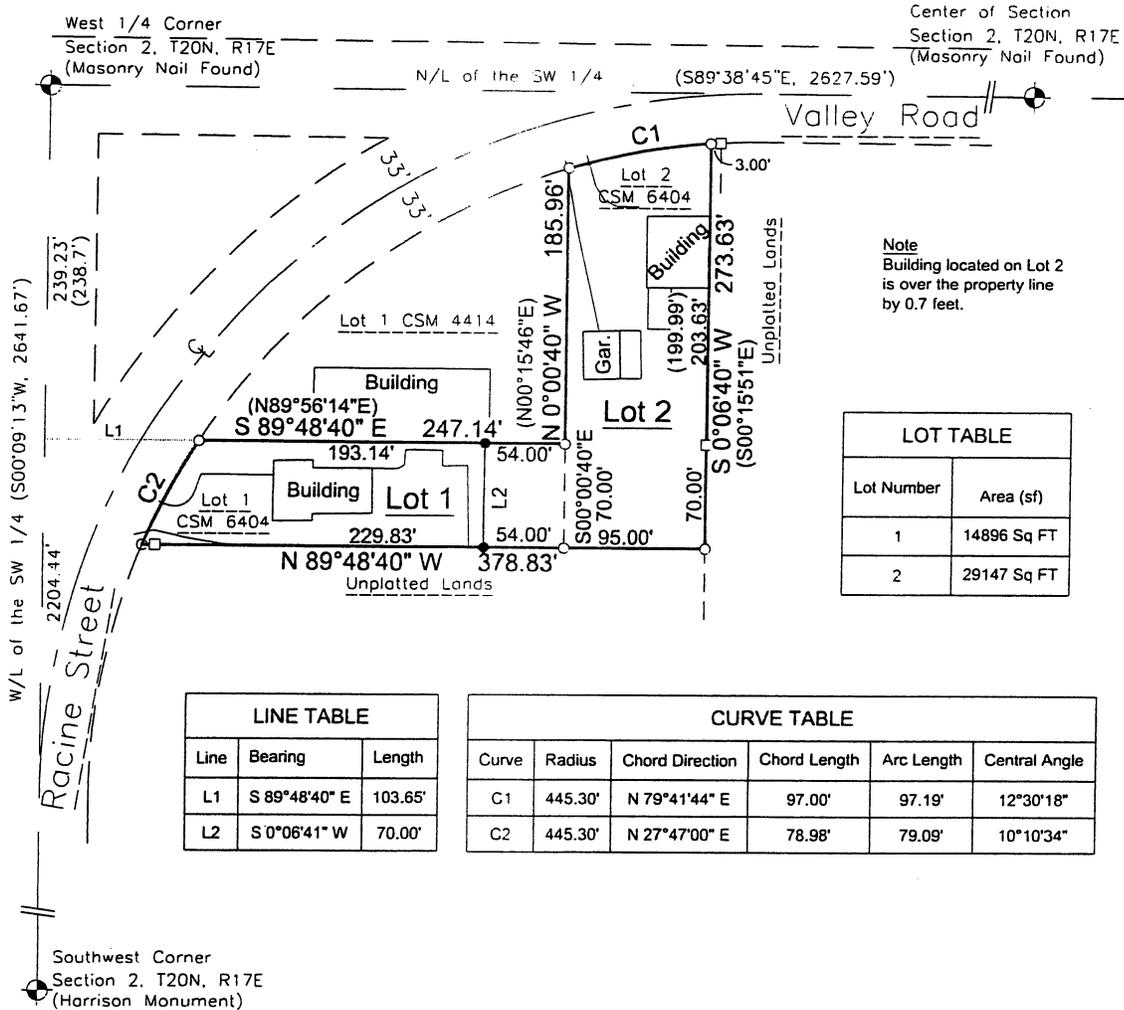
Motion by Commissioner Schmidt, seconded by Commissioner Cruikshank to adjourn at 4:45 p.m.

The motion carried.

*Minutes respectfully submitted by PP Homan.*

# Certified Survey Map No. \_\_\_\_\_

All of Lot One (1) and Lot Two (2), Certified Survey Map 6404, being part of the Northwest 1/4 of the Southwest 1/4 of Section 2, Township 20 North, Range 17 East, Town of Menasha, Winnebago County, Wisconsin.



LOT TABLE	
Lot Number	Area (sf)
1	14896 Sq FT
2	29147 Sq FT

LINE TABLE		
Line	Bearing	Length
L1	S 89°48'40" E	103.65'
L2	S 0°06'41" W	70.00'

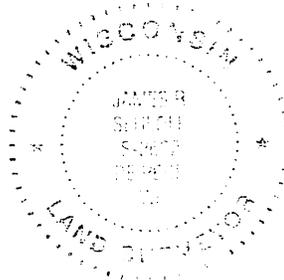
CURVE TABLE					
Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle
C1	445.30'	N 79°41'44" E	97.00'	97.19'	12°30'18"
C2	445.30'	N 27°47'00" E	78.98'	79.09'	10°10'34"

## LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- 3/4" Rebar Found
- 1" Iron Pipe Found
- ⊙ Government Corner
- ( ) Recorded As



Bearings are referenced to the West line of the Southwest 1/4 Section 2, T20N, R17E, assumed to bear S00°09'13"E, based on the Winnebago County Coordinate System



*James R. Sehloff* 13 June 2012  
 James R. Sehloff, Wisconsin Registered Land Surveyor No. S-2692 Date

**Davel Engineering, Inc.**  
 Civil Engineers and  
 Land Surveyors  
 1811 Racine Street  
 Menasha, Wisconsin  
 Ph. 920-991-1866, Fax 920-830-9595

Survey for:  
 John Davel  
 1811 Racine Street  
 Menasha, WI Zip 54952  
 File: 3283CSM2.dwg  
 Date: 06/13/2012  
 Drafted By: jim  
 Sheet: 1 of 3

Certified Survey Map No. \_\_\_\_\_

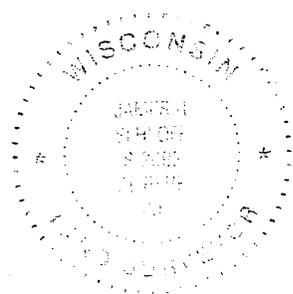
Surveyor's Certificate

I, James R. Sehloff, registered land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Town of Menasha and Winnebago County, and under the direction of David G. and Deborah L. Korth and John R. and Cathy A. Davel, the property owners of said land, I have surveyed divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is part of Lot 2, Certified Survey Map 4414, and part of the Northwest 1/4 of the Southwest 1/4 of Section 2, Township 20 North, Range 17 East, Town of Menasha, Winnebago County, Wisconsin, containing 44,044 Square Feet (1.0111 Acres) of land described as follows:

Commencing at the West 1/4 corner of Section 2; thence along the West line of the Southwest 1/4 of said Section 2, S00°09'13"W, 239.23 feet to a point on the center line of Racine Street; thence S89°48'40"E, 103.66 feet to the point of beginning; thence continuing S89°48'40"E, 247.14 feet; thence N00°00'40"W, 185.96 feet; thence 97.19 feet along the arc of a curve to the right with a radius of 445.30 feet and a chord of 97.00 feet which bears N79°41'44"E; thence S00°06'40"W, 273.63 feet; thence N89°48'40"W, 378.83 feet; thence 79.09 feet along the arc of a curve to the right with a radius of 445.30 feet and a chord of 78.98 feet which bears N27°47'00"E; to the point of beginning, subject to all easements, and restrictions of record.

Given under my hand this 13 day of June, 2012.

James R. Sehloff  
James R. Sehloff, Wisconsin Registered Land Surveyor No. S-2692



Owners' Certificate

As the property owners, we hereby certify that we caused the land described on this certified survey map to be surveyed, divided, mapped and dedicated all as shown and represented on this map.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
John R. Davel, Owner

\_\_\_\_\_  
Cathy A. Davel, Owner

State of Wisconsin )  
                                  )SS  
\_\_\_\_\_) County)

John R. and Cathy A. Davel came before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_) My Commission Expires \_\_\_\_\_  
Notary Public, Wisconsin  
City of Menasha Approval (Extraterritorial)

This Certified Survey Map was approved by the City of Menasha on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_) Date \_\_\_\_\_  
Mayor

\_\_\_\_\_) Date \_\_\_\_\_  
City Clerk

County Planning Agency Approval Certificate

Resolved, that this certified survey map in the Town of Menasha, Winnebago County, David G. and Deborah L. Korth and John R. and Cathy A. Davel, the property owner, is hereby approved by Winnebago County.

\_\_\_\_\_) Date \_\_\_\_\_  
Planning and Zoning Chairperson

