

**CITY OF MENASHA
Plan Commission
Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha
April 22, 2008**

DRAFT MINUTES

1. CALL TO ORDER

Mayor Merkes called the meeting to order at 3:30 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. -

PLAN COMMISSION MEMBERS PRESENT: Mayor Donald Merkes, DPW Radtke, Ald. Kevin Benner, and Commissioners Dick Sturm, Norm Sanders, and Dave Schmidt

PLAN COMMISSION MEMBERS EXCUSED: Catherine Cruickshank

OTHERS PRESENT: CDD Keil, AP Beckendorf, PRD Tungate, Lonnie Pichler, Mike Jacklin, and Tom Konetzke

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. March 18, 2008 Plan Commission Meeting Minutes

Moved by Comm Schmidt, seconded by Comm Sanders to approve the minutes of the March 18, 2008 Plan Commission meeting.

Motion Carried on voice vote
Results:

Roll Call:

AYES: Benner (6)
 , Merkes
 , Radtke
 , Sanders
 , Schmidt
 , Sturm

ABSENT: Cruickshank (1)

4. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

A. -

No one from the gallery spoke.

5. DISCUSSION

A. Future Land Use Map and Categories (previously distributed)

This item was held over to allow the Commissioners additional review time.

6. ACTION ITEMS

A. Carpenter Street Trail Connection

Moved by Mayor Merkes, seconded by Comm Schmidt to recommend that staff pursue development of the trail link from Carpenter Street to Barker Farm Park and to draft agreements related to cost sharing and maintenance with the Town of Harrison with the condition that traffic calming measures be explored.

PRD Tungate described the location and concept. Commissioners discussed the following:

- Sharing maintenance costs with the Town of Harrison
- Width of the trail
- Location of potential safety issues with crossing Plank Road

Motion Results: Carried on voice vote

Roll Call:

AYES: Benner (6)
, Merkes
, Radtke
, Sanders
, Schmidt
, Sturm

ABSENT: Cruickshank (1)

B. STH 114 Community Sensitive Design Proposed Enhancements

Moved by Comm Schmidt, seconded by Comm Sturm to recommend approval of the proposed STH 114 enhancements as presented with the inclusion of the Racine Street intersection and the updated cost estimates.

DPW Radtke reviewed previous Plan Commission discussions and described the possible options as well as the inclusion of the Racine Street intersection. Commissioners discussed the following:

- How the project will be funded using a combination of capital improvement funds, the possibility funding from TID 10, and DOT enhancement funds.
- Utilities relocation.
- Terrace material and limiting size - grass or daylilies vs. colored stamped concrete.

Motion Results: Carried on voice vote

Roll Call:

AYES: Benner (6)
, Merkes
, Radtke
, Sanders

, Schmidt
, Sturm
ABSENT: Cruickshank

(1)

C. Acceptance of Comprehensive Plan Chapter 9 - Implementation

Moved by Comm Schmidt, seconded by Comm Sanders to accept Comprehensive Plan Chapter 9 with the changes listed in the minutes

Commissioners discussed the following:

- The use of extraterritorial zoning.
- Subdivision recommendations related to deed transfers.
- The addition of an ordinance development recommendation under Sec. 9.2 related to the adoption of ordinances concerning renewable energy devices such as solar panels.
- The addition of subdivision criteria to evaluate proposed variances to street design standards.

Motion Results: Passed

Roll Call:

AYES: Merkes (5)
, Radtke
, Sanders
, Schmidt
, Sturm

ABSTAIN: Benner (1)

ABSENT: Cruickshank (1)

D. Amendment to Section 13-1-12(h)(5) Regarding Lighting Canopies

Moved by Alderman Benner, seconded by Comm Sanders to recommend approval of the amendment to Section 13-1-12(h)(5) regarding lighting canopies.

Motion Results: Carried on voice vote

Roll Call:

AYES: Benner (6)
, Merkes
, Radtke
, Sanders
, Schmidt
, Sturm

ABSENT: Cruickshank (1)

7. ADJOURNMENT

A. -

Moved by Comm Sanders, seconded by DPW Radtke to adjourn to adjourn at 5:10 p.m.

Motion Results: Carried on voice vote

Roll Call:

AYES: Benner (6)
 , Merkes
 , Radtke
 , Sanders
 , Schmidt
 , Sturm

ABSENT: Cruickshank (1)
