

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha**  
June 17, 2008

**DRAFT MINUTES**

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**1 CALL TO ORDER**

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Mayor Merkes called the meeting to order at 3:34 p.m.

Michael Austin, owner of 121 River Street, spoke about his experience in remodeling and described potential benefits of rezoning to the city.

**2. ROLL CALL/EXCUSED ABSENCES**

**A.**

PLAN COMMISSION MEMBERS PRESENT: Mayor Donald Merkes, DPW Radtke, Ald. Kevin Benner, and Commissioners Cruickshank and Sanders.

PLAN COMMISSION MEMBERS EXCUSED: Dick Sturm and Dave Schmidt

OTHERS PRESENT: CDD Keil, AP Beckendorf, Lonnie Pichler, Michael Austin, Jason Gallmeier, Stacy Dake, Steve Degroot, and Major Jose A. Tamayo

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. May 20, 2008 and May 27, 2008 Plan Commission Meeting Minutes**

Moved by Comm. Sanders, seconded by Alderman Benner to approve the minutes of the May 20 and May 27, 2008 Plan Commission meetings.

Motion Carried on voice vote

Results:

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

**Five (5) minute time limit for each person**

**A.**

Steve Degroot, Director of Operations for Salvation Army, spoke about the Salvation Army's position on the elimination of the north access drive on their property. Drivers frequently use it to cut through between Drum Corps Drive and Midway Road. Because of the amount of people using the access in this way and because of the speed at which most of them travel, accidents are a concern for the Salvation Army.

**5. DISCUSSION**

**A. None**

None.

## 6. ACTION ITEMS

### A. Site Plan Amendment - Miron Construction - 1800 Bud Drive

Moved by Comm. Sanders, seconded by DPW Radtke to approve the site plan amendment for Miron Construction, 1800 Bud Drive

CDD Keil described the project. Commissioners discussed the proposed facade and how it might be integrated with the rest of the building. The owners have proposed painting the existing building to match the brick on the addition.

Motion Carried on voice vote  
Results:

### B. Rezoning - 121 River Street R1 to R2

Moved by Mayor Merkes, seconded by Comm. Sanders to recommend approval of rezoning 121 River Street from R-1 Single Family to R-2 Two-Family Residential

CDD Keil introduced the proposal and described the existing Housing Plan policies and Future Land Use Map designation which are contrary to this proposal. He then discussed the difficulties with its isolated location and industrial surroundings. CDD Keil stated his disfavor with the proposal, citing the further entrenchment of a use that does not belong and the possibility of tenant issues if a change in ownership or management were to occur.

Commissioners discussed the following:

- Existing nonconformities on the site
- Long-term implications
- Driveway space
- Comprehensive Plan efforts
- Whether there is a need for more 2-family lots

Motion Passed  
Results:

Roll Call:

AYES:	Cruickshank	(5)
	, Hendricks	
	, Merkes	
	, Radtke	
	, Sanders	
NAYS:	Benner	(1)
ABSENT:	Schmidt	(2)
	, Sturm	

### C. Site Plan Amendment - Salvation Army - 1244 Appleton Road - Abandonment of Access to Drum Corps Drive

Moved by Mayor Merkes, seconded by Comm. Cruickshank to other direct staff to work with the Salvation Army on ways to maintain, at a minimum, emergency access.

Commissioners discussed the following:

- Concerns with limiting site access and egress
- Using other methods of mitigating the use of the lot as a thoroughfare to Midway Road
- The possibility of redirecting traffic or gating the north access

Motion Carried on voice vote

Results:

#### **D. Special Use Permit - Sunset Hill Stoneware- 330 Milwaukee Street**

Moved by Comm. Sanders, seconded by DPW Radtke to recommend approval of the special use permit with the conditions as listed in the minutes.

AP Beckendorf described the project and recommended the following conditions:

- The special use permit shall apply to the use of the property as a pottery manufacturing facility only.
- The light pole on the east side of the property shall remain out of service until photometrics are submitted for review and approval.
- Upon parking lot paving or reconstruction, the full transitional area will be brought into compliance.

Commissioners discussed the following:

- Transitional area requirements.
- Eliminating the two west wall packs.
- Moving the trash enclosure to the existing fenced area east of the building.

Motion Carried on voice vote

Results:

### **7. ADJOURNMENT**

Moved by DPW Radtke, seconded by Comm. Sanders to adjourn at 4:58 p.m..

Motion Carried on voice vote

Results: