

**CITY OF MENASHA
Plan Commission
Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha
September 9, 2008**

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL/EXCUSED ABSENCES

A.

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

PLAN COMMISSION MEMBERS EXCUSED: Ald. Benner and DPW Radtke

OTHERS PRESENT: CDD Keil, AP Beckendorf, Kenneth Syring, Dave Karch, John Ford, and Mike King of *The Post-Crescent*.

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Minutes of the August 26, 2008 Plan Commission Meeting

Moved by Comm. Sanders, seconded by Comm. Cruickshank to approve the August 26, 2008 Plan Commission meeting minutes.

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.

None.

5. DISCUSSION

A. None

6. ACTION ITEMS

A. CSM Lake Park Road - George Hansel

Moved by Comm. Cruickshank, seconded by Comm. Schmidt to recommend approval of the CSM on Lake Park Road for George Hansel with the condition that a 10-foot wide easement adjacent to the CTH LP right-of-way be granted to the City of Menasha for a bike/pedestrian path. This decision is based on the findings that 1) The CSM was prepared in conformance with city codes; and 2) Safety issues concerning access are being monitored and controlled by Calumet County; and 3) The property is surrounded by residential use, making the intended use of Single Family Residential appropriate.

CDD Keil explained that the proposed CSM was held at a prior Plan Commission meeting because of

concerns regarding access and lot size. The owner has acquired an access permit from the County for the property and the lot size meets current city subdivision code.

Commissioners discussed the following:

- Requiring a bike/pedestrian easement along the right-of-way.
- Lot size.
- Current and future status of Lake Park Road. It is classified as a collector and is planned to be upgraded to a four-lane urban section, but there is no set timeline for this upgrade.
- Density and best land use for the site.
- Role of the Plan Commission and limits of the city's existing subdivision ordinance.

Motion Carried on voice vote
Results:

B. Site Plan Amendment - Prairie Home Elder Services CBRF - Kenwood Drive

Moved by Comm. Sturm, seconded by Mayor Merkes to hold the site plan amendment for Prairie Home Elder Services to allow time for staff to prepare an amendment to the zoning ordinance which would allow some discretion over building materials for new buildings located on an existing development.

AP Beckendorf introduced the project, described the location and informed Commissioners that the level of brick proposed was deficient.

Commissioners discussed the following:

- The city's existing brick requirement and its application to existing campus-style developments.
- The city's existing brick requirement and its impact on creativity, innovation and attractiveness.
- Options for changes to the existing code that would allow some flexibility for existing campus-style developments.
- Dave Karch, property developer, shared concerns that the tenants may get confused if the third building does not look like the existing two and that if a brick knee wall was added, it would be covered up by landscaping within a few years.
- Kenneth Syring, former property owner, explained that the project was always planned to be constructed phases.
- John Ford, current owner of the property, stated that the proposed design would help keep the housing costs low.

Motion Carried on voice vote
Results:

7. ADJOURNMENT

A.

Moved by Comm. Cruickshank, seconded by Comm. Sanders to adjourn at 4:55 p.m.