

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
Third Floor Council Chambers
140 Main Street, Menasha**

October 21, 2008

3:30 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the September 30, 2008 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. Comprehensive Plan Amendment Process
2. [Building Communities Focus on Sustainability Webinar Materials to Plan Commissioners](#)

F. ACTION ITEMS

1. [Comprehensive Plan Amendment/Land Use Plan Amendment – St. John's Cemetery](#)
2. [Certified Survey Map – St. John's Cemetery \(Valley Road\)](#)
3. [Site Plan Amendment – Tayco Street – SCA Tissue](#)

G. ADJOURNMENT

**CITY OF MENASHA
Plan Commission
Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha
September 30, 2008**

DRAFT MINUTES

1. CALL TO ORDER

The meeting was called to order at 3:38 p.m. by Mayor Merkes.

2. ROLL CALL/EXCUSED ABSENCES

A.

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

PLAN COMMISSION MEMBERS EXCUSED: Comm. Cruickshank

OTHERS PRESENT: CDD Keil, AP Beckendorf, Dave Karch, John McCarthy, Jim Wiegert, and Mike King of *The Post-Crescent*.

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Minutes of the September 9, 2008 Plan Commission Meeting

Moved by Comm. Sanders, seconded by Comm. Sturm to approve the September 9, 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.

No one spoke.

5. DISCUSSION

A. Provision of Resource Material to Commissioners

Mayor Merkes described the offer of *The Commissioner*, a resource and guide for plan commissioners from the American Planning Association. Consensus was to reserve money in the budget for a 10-bundle subscription.

6. ACTION ITEMS

A. Proposed Amendment to the Menasha Zoning Ordinance Granting the Plan Commission Discretionary Authority Over Building Materials in Campus-Type Settings

Commissioners discussed the following:

- ❖ Changing the definition to read "one or more parcels on adjacent or opposing lots upon which

- ❖ two or more structures exhibit a common design theme and architectural character”.
- ❖ Creating a new application process.
- ❖ The purpose of the ordinance – to give the Plan Commission authority to review such projects.
- ❖ Clarity of ordinance.

Moved by Mayor Merkes, seconded by Comm. Schmidt to recommend approval of the proposed O-18-08 Ordinance Relating to Architectural Design in Existing Campus Developments with the definition change as follows: Campus – one or more parcels on adjacent or opposing lots upon which two or more structures exhibit a common design theme and architectural character. The Plan Commission made the following findings in support of the proposed ordinance:

- ❖ The ordinance allows the Plan Commission latitude in approving materials of high quality.
- ❖ The ordinance allows a common design theme for existing campus developments.
- ❖ The ordinance allows for architectural compatibility.
- ❖ The ordinance gives the Plan Commission the ability to deny proposed changes that do not meet the established criteria.

Motion Carried on voice vote
Results:

B. Site Plan Modifications – Lot 15 Province Terrace

Commissioners discussed the following:

- ❖ Landscaping plant materials.
- ❖ Lowering the storm sewer from the parking lot to the street for frost protection.

Moved by Comm. Sanders, seconded by DPW Radtke to approve the site plan modifications for Circle of Friends Child Learning Center, Lot 15 Province Terrace based on the findings that the project's consistency with the comprehensive plan, that it meets site plan requirements, and that the use is consistent with the zoning district.

Motion Carried on voice vote
Results:

C. Site Plan Review – Prairie Home Elder Care

Commissioners discussed the following:

- ❖ The performance of fluorescent light fixtures in temperatures below 0 degrees.
- ❖ Materials warranty – the building materials are under warranty for 50 years following the date of installation.
- ❖ Landscaping at the north property line. Most of it is currently prairie plants.

Moved by Comm. Sanders, seconded by Comm. Schmidt to approve the site plan for Prairie Home Elder Services CBRF based on the finding that the proposed building is in a campus setting and the proposed building's architecture is compatible with existing buildings on the site. Approval is subject to the approval of proposed ordinance O-18-08 Relating to Architectural Design in Existing Campus Developments.

Moved by DPW Radtke, seconded by Comm. Sanders to approve 5 evergreen trees (species as proposed in the plan) to be spaced along the north property line in lieu of the proposed landscaping based on the finding that the north perimeter is already landscaped with prairie plants.

Motion Both motions carried on voice vote
Results:

7. ADJOURNMENT

A.

Moved by Comm. Schmidt, seconded by DPW Radtke to adjourn at 4:35 p.m.

2008-09 Building Communities Series

UW-Extension, Martenson and Eisele, and UW-Fox Valley are co-hosting a web-based series on Community Sustainability. People define sustainability differently depending upon context; this series explores sustainability as it relates simultaneously to the social, economic and environmental aspects of our communities. Each webinar session will connect participants with presenters via audio and internet, and allow discussion with other participants from around the state and country.

Who Should Attend:

We especially want to encourage attendance by local elected and appointed officials, business leaders, and economic development professionals who are working on sustainability, economic development and quality of life issues in their community.

Conference Sessions:

This nine-session web-conference will use WisLine Web Conference technology (an audio-visual delivery mode powered by Microsoft Office® Live Meeting and utilizing a web browser and telephone line.) If you have not used Microsoft Office® Live Meeting, please check with your computer support person.

The 2008-09 Series is being co-sponsored by the UW-Extension Sustainability and Energy Teams and the Center for Community & Economic Development

While you can participate in the series at your office, we encourage you to join other local elected and appointed officials, business leaders and economic development professionals at our "peer-learning" site at UW-Fox Valley at 1478 Midway Road in Menasha. Immediately following the webinar, you'll have the chance to have a face-to-face discussion of the topic where you can share your experiences and learn from others. There is no charge for the series at the "peer-learning" site. That's right, it's free! (And, we serve cookies!) All of this is possible because of the series sponsorship by the Calumet, Outagamie, and Winnebago County Extension Offices, Martenson & Eisele, Inc., and our newest partner, UW-Fox Valley.

Please allow yourself sufficient time to park and find the room. Each Session will run from 11:30-12:30 and be followed by a brief discussion with the group

To register for the "peer-learning" site, contact Jonathan Bartz, Martenson & Eisele, Inc. at 920-731-0381 or email at jonb@martenson-eisele.com.

For additional program information, contact: Mary Kohrell, Calumet County UWEX Community Development Educator — 920-849-1450 x 3

Catherine Neiswender, Winnebago County UWEX Community Development Educator — 920-232-1970

Jim Resick, Outagamie County Extension Community Development Educator — 920-832-5122

Joy Perry, UW-Fox Valley — 920-832-2653

If you are not able to participate at UW Fox Valley, you may participate at your desk by registering at:

www.uwex.edu/ces/cced/building_community.cfm

**UW
Extension**

Webinar Educational Series

**New Day, New Time, New Location—
Same Great Program!**

Building Communities



Focus on Sustainability

**Tuesdays
October 21, 2008
thru June 16, 2009
11:30 a.m. — 12:30 p.m.
Room 1346 at UW-Fox Valley**

Setting the Stage: Sustainability and Sustainable Community Development

October 21, 2008, 11:30-12:30PM—While a growing number of community initiatives are emerging to address sustainability, there is often no clear understanding of how they can or should relate to each other. How does a community make the most strategic use of its limited resources? Where should it start? How does it compare the alternatives? What are the appropriate roles for the private and not-for-profit sectors? Communities need to build the capacity to understand and move toward sustainability on their own. This session will help frame these questions, offer a variety of approaches for communities to consider, and provide examples.

Energy Efficiency

November 18, 2008, 11:30-12:30PM—In this time of record-high energy prices and recognition of the ties between national security and energy independence and between utility system reliability and global climate change concerns, energy efficiency is a key approach among the remedies. But how does a local government or business act strategically to make the most of every Btu? This session will describe how to measure current energy use and to create an energy plan with the technologies, practices, programs and policies that maximize energy efficiency and cost savings.

Renewable Energy

December 16, 2008, 11:30-12:30PM—Renewable energy is part of a strategic approach to energy that reduces carbon emissions, improves energy reliability and may protect against escalating fuel costs. This webinar examines the renewable energy technologies available and how to choose the options best for your community or your site. Questions to be considered by the presenters include: Is it affordable? Who are the service providers in my area? How do I proceed? What renewable installations are already operating?

Sustainability and Comprehensive Planning

January 20, 2009, 11:30-12:30PM—
This webinar will focus on infusing sustainability con-

cepts (the three E's of Economy, Environment and Equity and The Natural Step principles) into the elements of the comprehensive plan. How to create goals, objectives and policies that reflect sustainability will be discussed along with resources to assist with sustainability planning efforts.

Sustainable Business Practices and Strategies

February 17, 2009, 11:30-12:30PM—Some businesses have embraced the idea of sustainability while others still reject it. Why have some companies resisted sustainability strategies? How can business leaders be persuaded to go further? What is the business case for sustainability? This session looks at how businesses can capture the opportunities associated with sustainability. It quantifies the benefits of business sustainability strategies and offers insights into how these advantages can be communicated to business leaders. Specific examples are used throughout the presentation.

Green Collar Jobs: Sustainable Work in a Low Carbon World

March 17, 2009, 11:30-12:30PM—Will future jobs be increasingly “green?” If so, what makes a job or an industry green? Is a green job a good job? What constitutes this “green economy” that we hear so much about these days? This session explores the nature of green collar jobs and their implications for business and community development. It looks at links with environmental concerns, efficiency considerations, and workforce (and employment) development in terms of education and skills requirements.

Local Food Networks: Food Localization as a Sustainability Strategy

April 21, 2009, 11:30-12:30PM—Localization strategies often characterize sustainability efforts. And nothing is more central to our lives than the food that we eat. Building a local sustainable food economy has implications related to local spending choices, nutrition and health, developing strong linkages between rural and urban areas, creating local jobs, land use patterns, and regenerating community. Learn about this rapidly growing sustainability strategy—through examples and

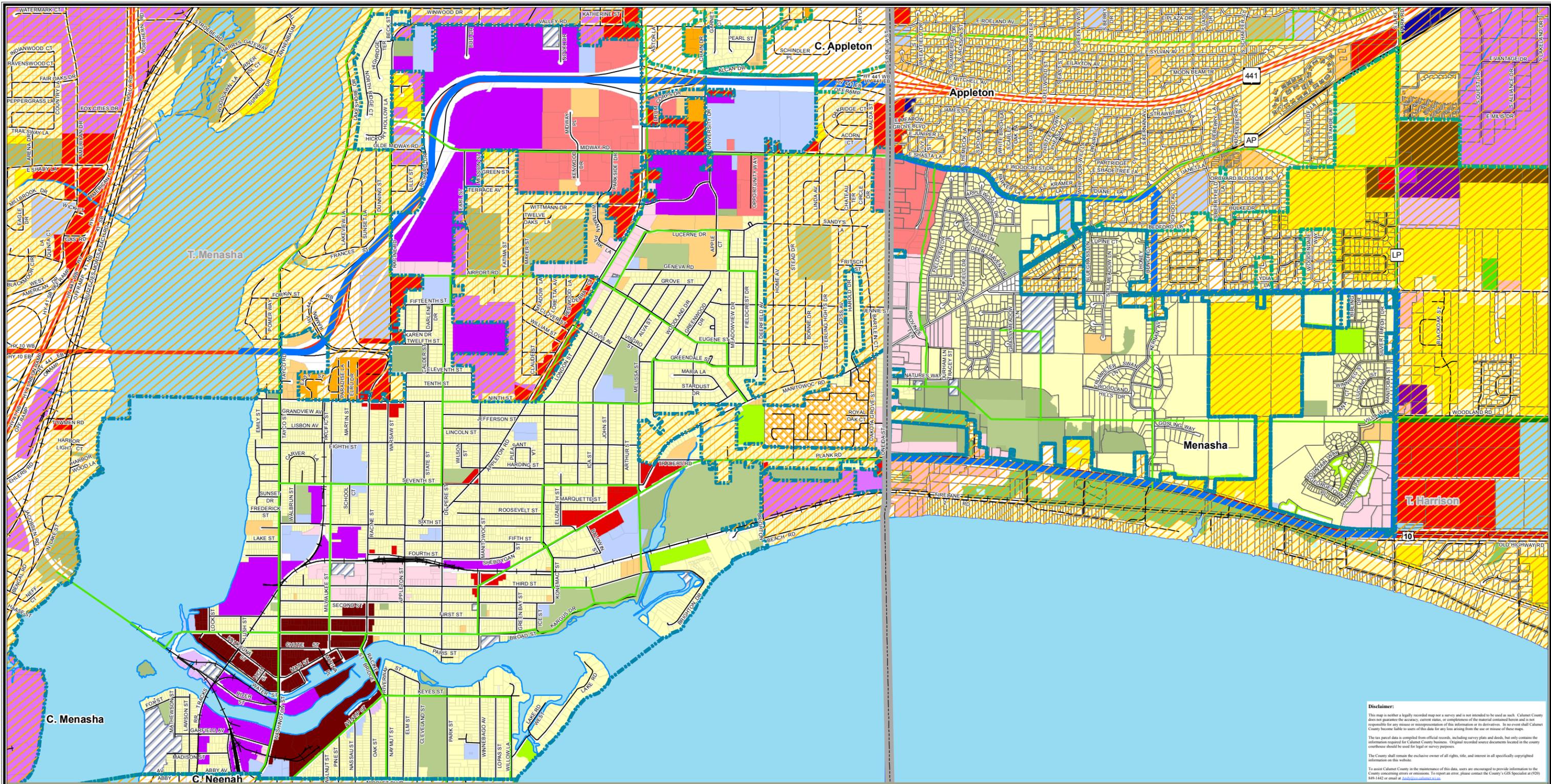
best practices—and how it is helping to reshape our food system and our communities.

Sustainability Indicators and Measurement

May 19, 2009, 11:30-12:30PM—It's one thing to pass a resolution to become a sustainable community or adopt a corporate sustainability policy and another to make steady progress toward that end. How do you gauge overall health and long-term sustainability? Sustainability indicators use data to measure that progress. The resulting information can be used to raise awareness about community health, the environment, social well being and economic development. Learn about an array of indicator models across the country and how they are used as a basis for further policy development, funding targets, and improved activities and strategies to promote sustainability.

Community Organizing for Sustainability

June 16, 2009, 11:30-12:30PM—Where does a community start if it is interested in organizing for sustainability? Who takes the lead? What are the roles of local governments, local businesses, and local organizations? Do we need a “fire soul” to lead the effort? Why do some communities seem to move forward while others don't? Is it easier to pursue sustainability in urban versus rural areas? This session explores these questions and offers examples that include study circles, early adopter projects, comprehensive planning, and local sustainability alliances.



Disclaimer:
 This map neither a legally recorded map nor a survey and is not intended to be used as such. Calumet County does not guarantee the accuracy, current status, or completeness of the material contained herein and is not responsible for any misuse or misrepresentation of this information or its derivatives. In no event shall Calumet County become liable to users of this data for any loss arising from the use or misuse of these maps.
 The tax parcel data is compiled from official records, including survey plans and deeds, but only contains the information required for Calumet County business. Original recorded source documents located in the county courthouse should be used for legal or survey purposes.
 The County shall remain the exclusive owner of all rights, title, and interest in all specifically copyrighted information on this website.
 To assist Calumet County in the maintenance of this data, users are encouraged to provide information to the County concerning errors or omissions. To report an error, please contact the County's GIS Specialist at (920) 668-1442 or email at land@calumetcountycolorado.gov.

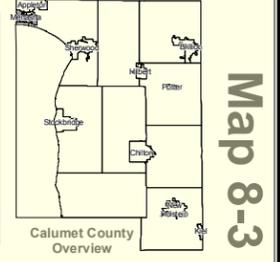
Future Land Use

City of Menasha, Calumet & Winnebago Counties

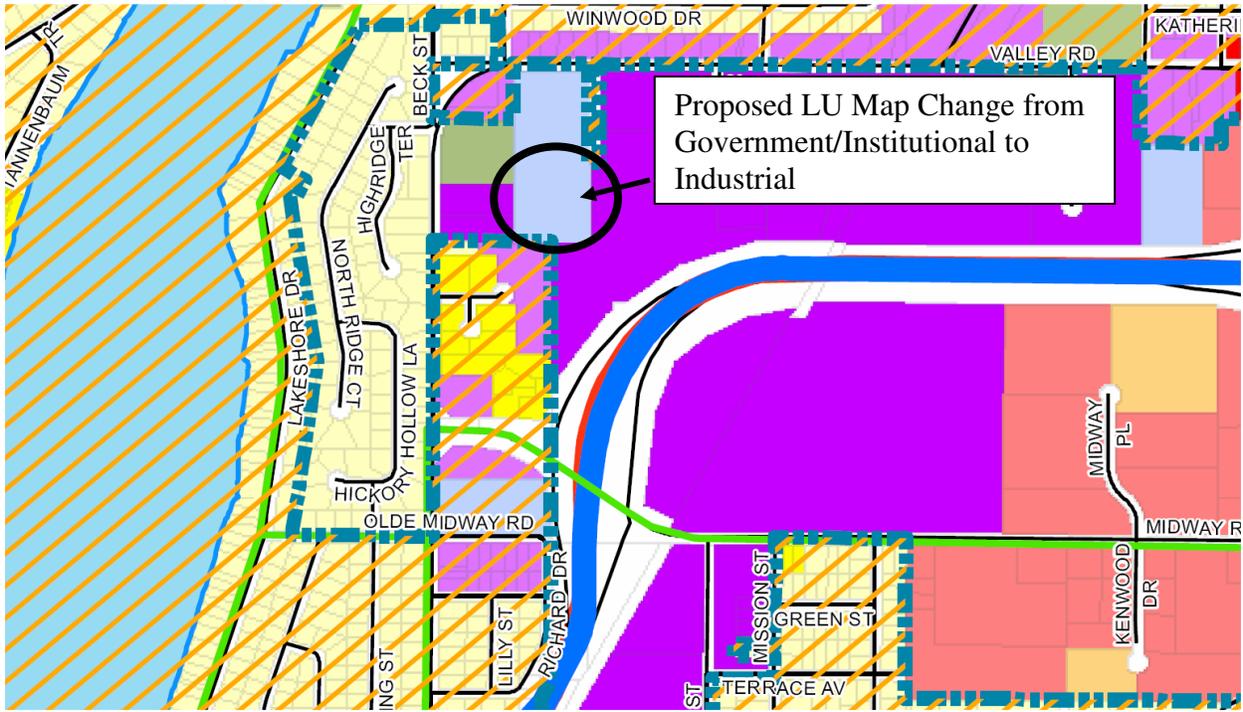
This Harrison future land use data was developed by the Town of Harrison working with Martenson & Eisele, Inc.

<ul style="list-style-type: none"> Railroad Federal Highways State Highways County Highways Local Roads City Streets Rivers 	<ul style="list-style-type: none"> Lakes Parks and Public Lands Parcel Boundaries City of Menasha Boundary Other Municipal Boundaries County Line Menasha Growth Management Boundary Trails 	<p>Menasha Future Land Use</p> <ul style="list-style-type: none"> Low Density Residential Multiple Family Residential Mobile Home Park Community Commercial Regional Destination Commercial Mixed Use Neighborhood Center Mixed Use Commercial Core 	<p>Town of Menasha Future Land Use</p> <ul style="list-style-type: none"> Low Density Residential 	<p>Industrial</p> <ul style="list-style-type: none"> Industrial Government/Institutional Mixed Use Area Utilities/Communications Public Parking Open Space Parks and Recreation 	<p>Medium Density Residential</p> <ul style="list-style-type: none"> Medium Density Residential High Density Residential Commercial Public/Institutional Recreational Agricultural Utilities/Communications 	<p>Harrison Existing Land Use</p> <ul style="list-style-type: none"> Wetlands Single Family Residential (sewered) Two Family Residential Multi-Family Residential Mobile Home Park Commercial 	<p>Industrial</p> <ul style="list-style-type: none"> Industrial Public/Institutional Utilities Quarries Parks and Recreation Recreational Trails Water 	<p>Woodlands</p> <ul style="list-style-type: none"> Woodlands Special Ag/Nurseries Farmstead Homes Light Industrial 	<p>Harrison Future Land Use</p> <ul style="list-style-type: none"> Single Family Residential (sewered) Single Family Residential (unsewered) 	<p>Appleton Future Land Use</p> <ul style="list-style-type: none"> Single Family Residential Multiple Family Residential Multi-Tenant Building Commercial Industrial Institutional Recreational/Open Space
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Map Date: May 19, 2008
 Calumet County I/O
 206 Court St
 Chilton WI 53014
 920-849-1442
 1 inch equals 1,975 feet



Map 8-3



**Plan Commission
Resolution 04-2008**

**RECOMMENDATION OF THE PLAN COMMISSION
TO AMEND THE CITY OF MENASHA YEAR 2030 COMPREHENSIVE PLAN**

WHEREAS, pursuant to sections 62.23(2) and (3), Wisconsin Statutes, for cities, villages, and those towns exercising village powers under section 60.22(3), the City of Menasha is authorized to prepare, adopt and amend a comprehensive plan consistent with the content and procedure requirements in sections 66.1001(1)(a), 66.1001(2), and 66.1001(4); and

WHEREAS, the Common Council adopted the *City of Menasha Year 2030 Comprehensive Plan* on _____; and

WHEREAS, the proposed amendment is consistent with the overall *City of Menasha Year 2030 Comprehensive Plan*.

NOW, THEREFORE, BE IT RESOLVED, that the City of Menasha Plan Commission hereby recommends that proposed amendment of the *City of Menasha Year 2030 Comprehensive Plan* and amendment adoption ordinance be distributed to the governmental units specified under section 66.1001(4)(b) and (c), and that a public hearing be held on the proposed amendment pursuant to section 66.1001(4)(d); and

BE IT FURTHER RESOLVED, that the City of Menasha Plan Commission hereby recommends that, subject to consideration of comments received at the public hearing and those comments received from governmental units, the Common Council adopt the proposed amendment to the *City of Menasha Year 2030 Comprehensive Plan* by ordinance in accordance with section 66.1001, Wisconsin Statutes.

ADOPTED this _____ day of _____, 2008.

Motion for adoption moved by: _____

Motion for adoption seconded by: _____

Voting Aye: _____ Voting Nay: _____

Mayor Donald Merkes

ATTEST:

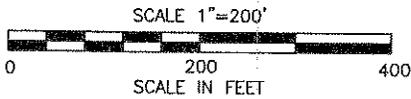
Plan Commission Secretary

CERTIFIED SURVEY MAP NO. _____

Part of the Northwest 1/4 of the Southwest 1/4, Section 2, Town 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin

Bearings are referenced to the north line of the Southwest 1/4, Section 2, assumed to bear N 89°56'14" E

Survey for:
Miron
1471 McMahon Road
Neenah, WI 54956

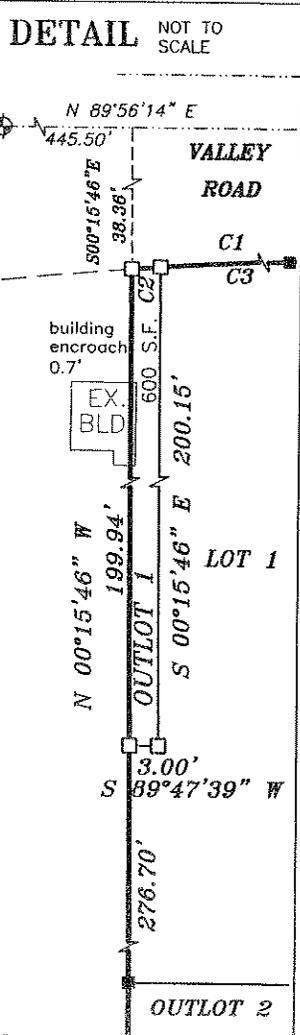
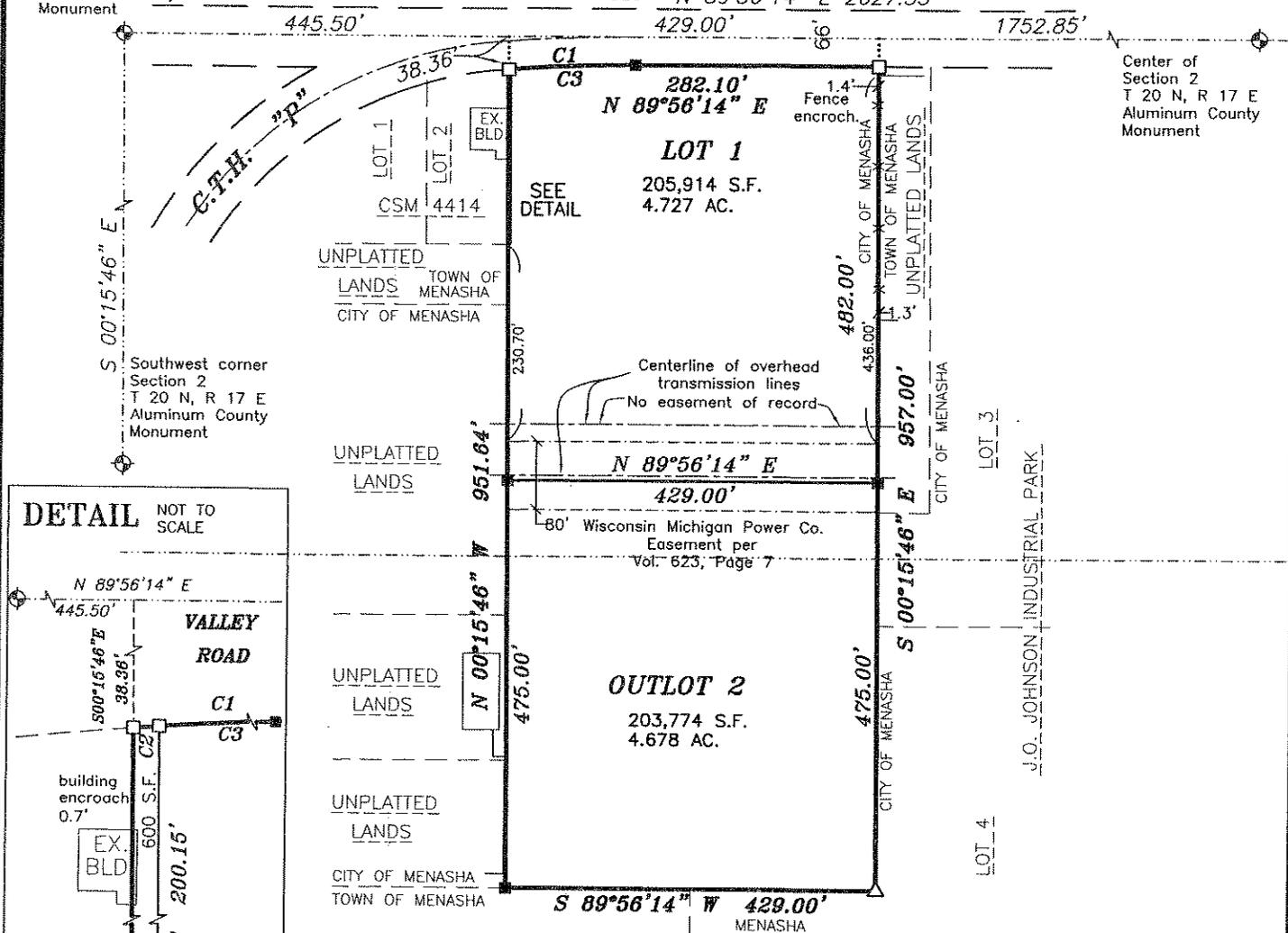


Curve	Radius	Delta	Length	Chord Bearing	Chord
1	2017.00'	004°10'34"	147.01'	N 87°50'57.0" E	146.98'
2	2017.00'	000°05'08"	3.01'	N 85°48'14.0" E	3.01'
3	2017.00'	004°05'26"	144.00'	N 87°53'31.0" E	143.97'

West 1/4 corner
Section 2
T 20 N, R 17 E
Aluminum County
Monument

VALLEY ROAD N 89°56'14" E 2627.35'

Center of
Section 2
T 20 N, R 17 E
Aluminum County
Monument



WISCONSIN
GARY A. ZAHNINGER
S-2098
STOCKBRIDGE
WI
LAND SURVEYOR
Gary A. Zahninger
10-66-08

NOTE:
THE INTENT FOR OUTLOTS 1
AND 2 IS TO BE ADDED TO
ADJOINING LANDS.

- LEGEND
- 1" O.D. IRON PIPE SET, 18" LONG, WEIGHING 1.130 LBS. PER LIN. FOOT
 - 1" O.D. IRON PIPE FOUND
 - △ 1-1/4" O.D REBAR FOUND
 - ◇ GOVERNMENT CORNER
 - *-* FENCE LINE

Martenson & Eisele, Inc.

1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

PROJECT NO. 264-212a
FILE 264212a_csm SHEET 1 OF 3
THIS INSTRUMENT WAS DRAFTED BY: pae

CERTIFIED SURVEY MAP NO. _____

Surveyor's Certificate:

I, Gary A. Zahringer, a Registered Wisconsin Land Surveyor, do hereby certify:

that I have surveyed, mapped, and divided at the direction of Miron, part of the Northwest 1/4 of the Southwest 1/4, Section 2, Town 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin, more fully described as follows:

Commencing at the west 1/4 corner of Section 2; thence along the north line of the Southwest 1/4 of said Section 2, North 89 degrees 56 minutes 14 seconds East, 445.50 feet; thence South 00 degrees 15 minutes 46 seconds East, 38.36 feet to the point of beginning;

thence along the south right of way line of Valley Road, 147.01 feet along the arc of a curve to the right, having a radius of 2017.00 feet and a chord which bears North 87 degrees 50 minutes 57.0 seconds East, 146.98 feet;
thence continuing along said south right of way line,
North 89 degrees 56 minutes 14 seconds East, 282.10 feet;
thence along the west line of J.O. JOHNSON INDUSTRIAL PARK and its extension thereof,
South 00 degrees 15 minutes 46 seconds East, 957.00 feet;
thence continuing along the westerly line of said J.O. JOHNSON INDUSTRIAL PARK and along the north line of Certified Survey Map No. 4837, South 89 degrees 56 minutes 14 seconds West, 429.00 feet;
thence along the east line of Certified Survey Map No. 4414 and its extension thereof,
North 00 degrees 15 minutes 46 seconds West, 951.64 feet;
to the point of beginning, containing 410,288 square feet (9.419 acres). Subject to all easements and restrictions of record.

That I have fully complied with Chapter 236.34 of the Wisconsin Statutes in surveying, dividing, and mapping the same and the City of Menasha Subdivision Ordinances.

That this map is a correct representation of all exterior boundaries of the land surveyed and the division thereof.

Given under my hand this 6th day of October, 2008.


Gary A. Zahringer, Registered Wisconsin Land Surveyor S-2098



This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

Owners of Record:	Recording Information:	Parcel Number:
St. John's Polish Congregation	Vol. 181 Page 565	740076200

CERTIFIED SURVEY MAP NO. _____

Owner's Certificate:

I, the undersigned, hereby certify that I caused the land above described to be surveyed, divided, and mapped, all as shown and represented on this map.

Dated this _____ day of _____, 2008.

(print or type name)

(signature)

State of Wisconsin)
)SS
_____ County)

Personally came before me on the _____ day of _____, 2008, the above named owners to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____ my commission expires _____
(Notary name)

Common Council Resolution:

Resolved by the Common Council of the City of Menasha, that this Certified Survey Map is hereby approved. Passed and approved by resolution number

_____ this _____ day of _____, 2008.

Dated this _____ day of _____, 2008.

Mayor

City Clerk

Treasurer's Certificate:

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands shown hereon.

City Treasurer

County Treasurer

Date:

Date:



October 15, 2008

City of Menasha
140 Main Street
Menasha, WI. 54952

Attention: Ms. Jessica Beckendorf, Associate Planner
Subject: Documentation for Site Plan Amendment
Project: **SCA MENASHA MILL – Deink System Phase II Rebuild**
Baisch Project No. S0907456

Dear Ms. Beckendorf:

Attached are the documents requested by the City of Menasha for the Site Plan Amendment review as part of the Building Permit process. The new building addition, which is required to house the new process equipment being installed for this project, has received State Approval.

In your review of drawings for this approved building package it became apparent that more information was required regarding the overall site than what had been included with the building. Among your concerns was the fact that new requirements had been enacted as of January 1, 2000, which may not have been adequately reflected in the design.

You provided us with the site plans from the 1989 plant addition which were the latest documents on record with the City. We were able to obtain some drawings from the Mill in AutoCAD format and utilized them as the basis for our site documents. In addition, we utilized the City's check list and your suggestions from our preliminary meeting to complete the document presentation that is being submitted for the Planning Commission's review.

These site drawings were developed to reflect the information noted above along with the 4510 SF building addition that is required for this project.

BAISCH ENGINEERING INC.

City of Menasha
SCA Menasha Mill – Deink System Phase II Rebuild
October 15, 2008

As you will see, this site meets the requirements of the City and the impact of this building addition will be negligible to the overall site function and appearance.

Very truly yours,
Baisch Engineering Inc.

Gary J. Caspary, P.E.
Structural Engineer

Attachment: Report with drawings (Seventeen (17) copies)
Full-size drawings (Two (2) copies)

Copies: A. Fitzwilliam – SCA
S. Fafnis, F. Bartman, M. Olson – Baisch Engineering (*transmittal only*)

**REPORT FOR
SITE PLAN AMMENDMENT**

SCA TISSUE MENASHA MILL – DEINK SYSTEM PHASE II REBUILD

Baisch Project No. S0907456

Submitted to:

**Planning Commission
City of Menasha
140 Main Street
Menasha, WI. 54952**

October 15 2008

Submitted by:

BAISCH ENGINEERING INC.

**809 Hyland Avenue
Kaukauna, Wisconsin 54130**

Telephone: 920-766-3521

BAISCH ENGINEERING INC.

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Site Drawings (D-MI36-C-004) *General Notes & Legend*
 (D-MI36-C-005) *South*
 (D-MI36-C-006) *East*
 (D-MI36-C-007) *North*

Electrical Lighting Plan (D-MI36-E-035C) *East Trucking Entrance*

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ARCHITECTURAL ELEVATION..... 4

Architectural Elevation Sketch (D-MI36-SK-213) *East Building Elevators at 3rd Street*

BAISCH ENGINEERING INC.

INTRODUCTION

Baisch Engineering Inc. was contracted by SCA Tissues to provide the Process / Mechanical engineering, Electrical / Instrumentation Controls engineering, and Civil / Structural engineering for this modification and addition to the Menasha Mill.

The equipment for this project consists of several different pieces that are linked in a contiguous manner encompassing an aggregate length of about 400 linear feet. As can be seen on the General Arrangement drawing, the equipment was laid out with a 90 degree corner mostly within the confines of the existing mill. At the very east end of what had been the existing train shed, a 100 foot building addition was needed to fully enclose the end of this process equipment.

That addition necessitated the need to obtain State and City building permits. It was in the City Building Permit process that the need to submit this Site Plan Amendment was recognized.

The City agreed that demolition and construction within the confines of the existing buildings could begin as that does not have any impact on the site considerations.

To that end, Baisch Engineering has developed this booklet and the accompanying site drawings to more fully define the project, its impact on the SCA site, and its impact to the City of Menasha.

DESCRIPTION OF SITE

The site comprises 27.85 acres of land that lies primarily west of Tayco Street between First and Fourth Streets extending to Little Lake Butte Des Morts as its west boundary. There is one separate triangular piece of property, east of Tayco and directly north of the railroad tracks, which is used for trailer parking for the mill.

Buildings and tanks encompass approximately 540,000 sf (12.43 acres) of the site. The new addition added only 4,510 sf of the total building area.

Landscaped areas (green space) comprise 2.79 acres, or approximately 10% of the site area. The City requires a minimum of 5% for Industrial facilities.

The site is fenced and access is limited through the entrance off of the employee parking lot to the north or through secured gates off of Tayco Street.

NARRATIVE DISCUSSION OF SPECIFIC QUESTIONS

Two topics that had inquiries are as follows:

1. **Truck traffic flow off of city streets, and specifically Tayco Street –**

- All truck traffic enters the mill at the employee entrance or 2nd Street. and leaves the mill on 3rd Street or the employee entrance (North parking lot). Trucks *never* stop on Tayco Street to back into our employee entrance, or either the 2nd Street entrance or the 3rd Street gates.

2. **Describe how and where various are handled both on and from the site –**

- There are numerous open top hoppers (approximately nine–20 or 30 yard capacity hoppers) located around the facility site for trash. The waste is segregated by type so as to facilitate any recycling concerns. Most of the open top hoppers are located on the southern half of the site between treatment plant #2 and the Deink facility.
- **Veolia** services all of the hoppers and they visit the site twice per day to take out the full loads as well as any full compactors. Generally, there are two open top hoppers inside the mill, but during this construction, they are now also outside the mill. Veolia takes the trash to their landfills.

DRAWINGS

<u>DRAWING DESCRIPTION</u>	<u>NUMBER</u>	<u>TITLE</u>
<i>General Arrangement</i>	<i>(D-M136-A-003)</i>	<i>New Ground Floor Plan</i>
<i>Site Drawings</i>	<i>(D-M136-C-004)</i> <i>(D-M136-C-005)</i> <i>(D-M136-C-006)</i> <i>(D-M136-C-007)</i>	<i>General Notes & Legend</i> <i>South</i> <i>East</i> <i>North</i>
<i>Electrical Lighting Plan</i>	<i>(D-M136-E-035C)</i>	<i>East Trucking Entrance</i>

SITE PHOTOS

Site Photo Key Map

Site Photos

SITE PHOTOS



1) NW Corner of Mill from employee parking lot



2) Mill employee entrance at north end

BAISCH ENGINEERING INC.

SITE PHOTOS



3) Looking west from employee parking lot



4) NW Corner of Mill from employee parking lot. Employee entrance beyond

BAISCH ENGINEERING INC.

SITE PHOTOS



5) North side of #4 PM



6) Looking west across Tayco Street at employee parking lot

SITE PHOTOS



7) Northeast corner of Mill



8) Looking west at existing landscaping

SITE PHOTOS



9) Looking west at existing landscaping



10) Looking west at existing landscaping

SITE PHOTOS



11) Looking west from 3rd Street. New addition will partially infill area in front of open door beyond. (See wall elevation in section 4)

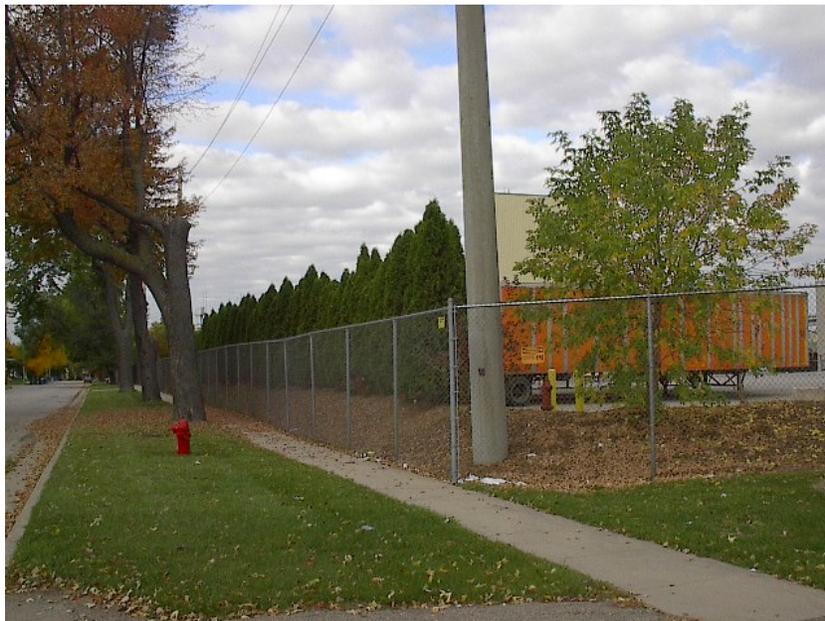


12) Looking west at south loading docks / trailer storage

SITE PHOTOS



13) Looking northwest across tracks



14) Looking at southeast corner of property

SITE PHOTOS



15) Looking north at treatment center from 1st Street



16) Looking northeast from 1st Street

BAISCH ENGINEERING INC.

SITE PHOTOS



17) Looking at southeast corner of property



18) Looking at shoreline along west side of Mill

SITE PHOTOS



19) Looking northwest from 2nd and Tayco Streets



20) Looking northwest from 2nd and Tayco Streets

BAISCH ENGINEERING INC.

SITE PHOTOS



21) Looking south from Tayco Street



22) Looking east across Tayco Street at southwest corner of triangular area

SITE PHOTOS



23) Looking northeast across Tayco Street at triangular area



24) Looking northeast across Tayco Street at triangular area

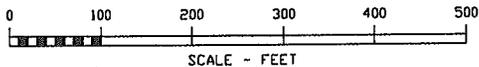
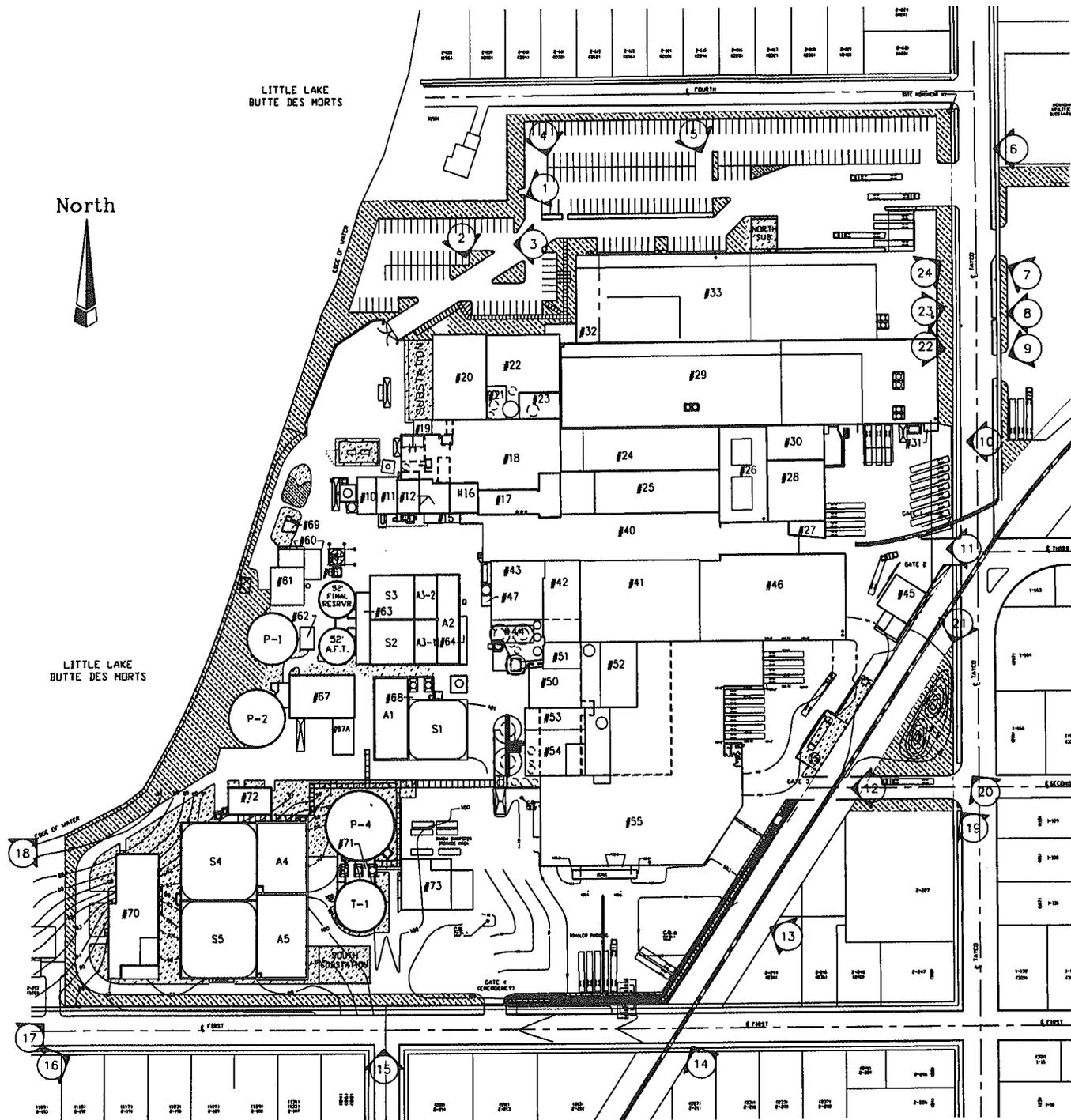
ARCHITECTURAL WALL ELEVATION

Architectural Elevations (D-MI36-SK-213) East Building Elevations @ 3rd Street

PHOTOGRAPHY CHART

X PHOTO NUMBER

North





SCA
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NORTH AMERICA

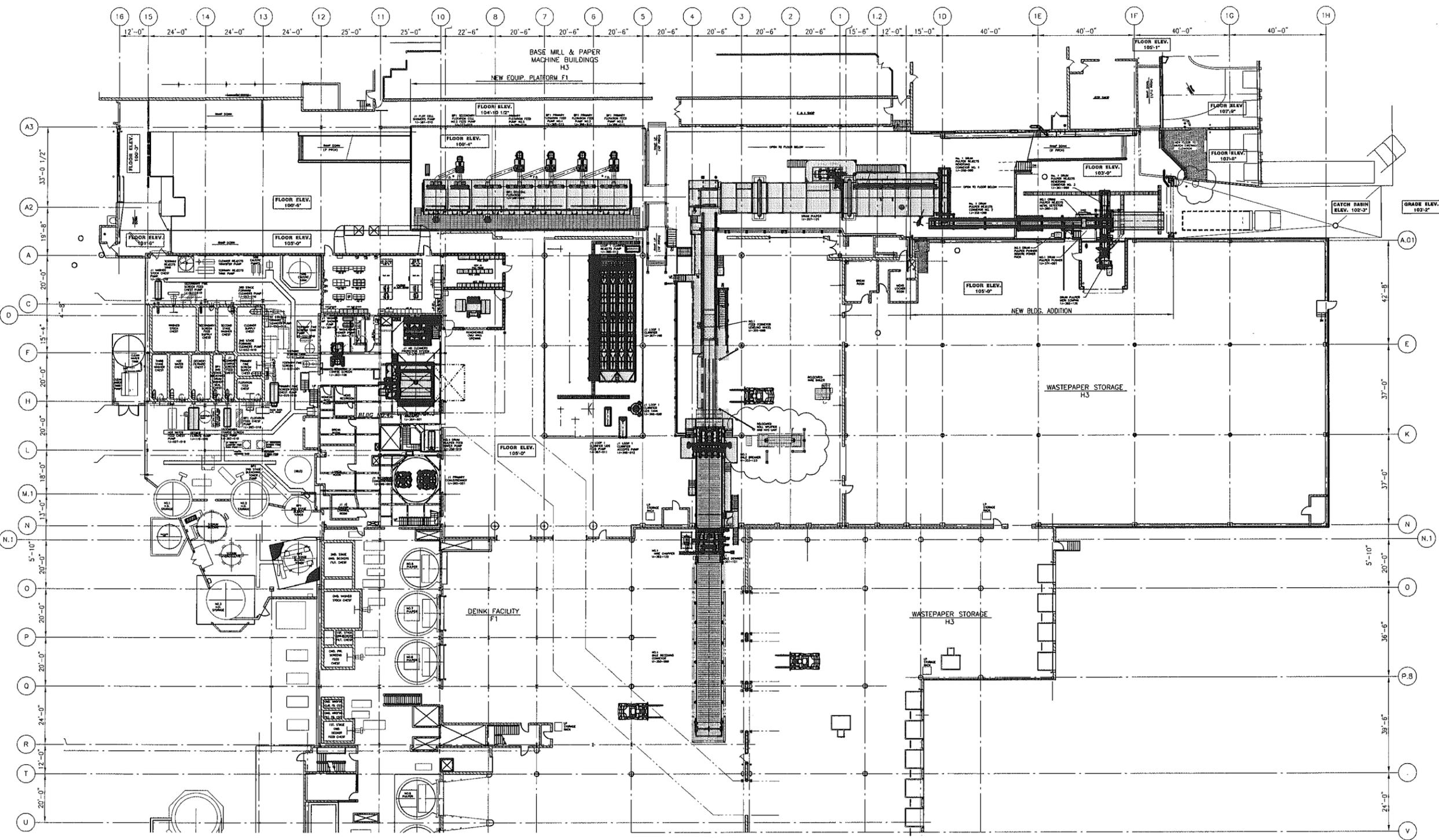
B Baisch
ENGINEERING
809 Hyland Ave.
Kaukauna, WI 54130
Phone: (920)-766-3521
S0907456 Fax: (920)-766-0670

REV	DATE	DESCRIPTION
9/26	2008	GENERAL REVISION
9/17	2008	ISSUED FOR CONSTRUCTION
8/15	2008	ISSUED FOR BID
8/5	2008	ISSUED FOR APPROVAL

SCA TISSUE NORTH AMERICA
MENASHA, WISCONSIN
Deink System Phase II Detailed Design
DEINK SYSTEM
NEW GROUND FLOOR PLAN

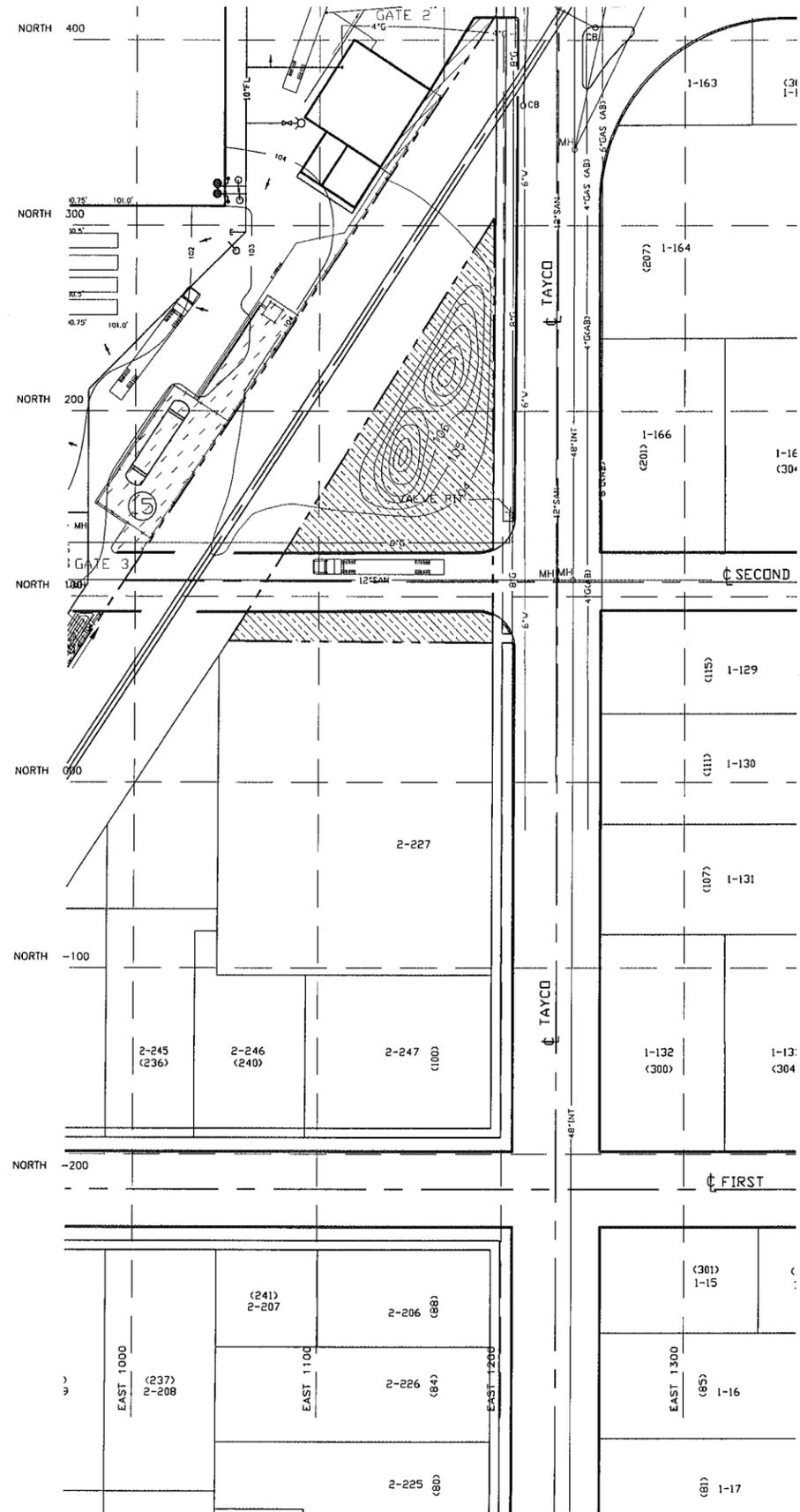
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DATE: AUG. 5, 2008
DRAWN BY: M.P. OLSON
CHECKED: GJC
APPROVED:
PLOT SCALE: 1-360
CAD FILE:

DM136A003
DRAWING NO.
D-M136 - A-003
REVISION 1

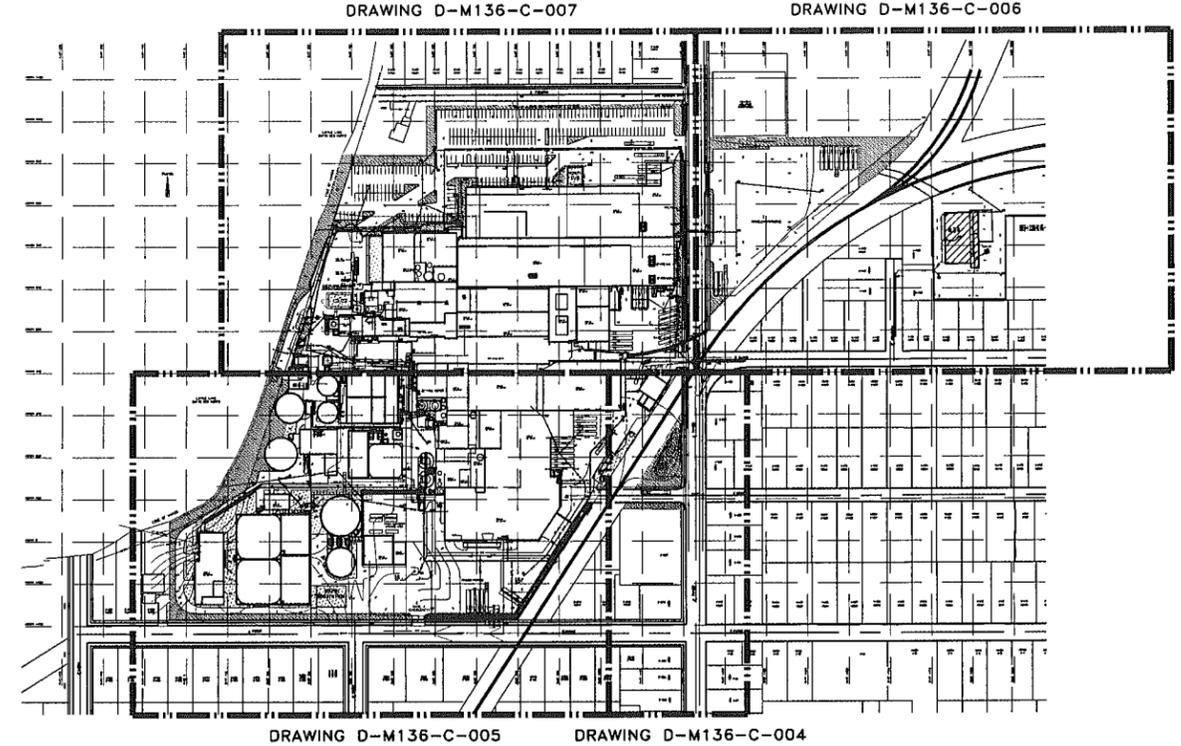


GROUND FLOOR PLAN
SCALE: 1" = 20' FLOOR @ NOM. EL. VARIES

GENERAL NOTES:
1. ALL CROSS REFERENCING OF SECTION / DETAIL MARKS AND TAGS ON THIS DRAWING ARE PREFIXED BY 'D-M136-' UNLESS NOTED OTHERWISE.
2. FOR GENERAL NOTES AND SPECIFICATIONS REFERENCE DRAWINGS 'S-001 THRU S-003'.



MILL SITE PLAN
SCALE: 1" = 40'



MILL SITE MAP
SCALE: 1" = 200'

MILL SITE DATA

LAND STATISTICS:

ITEM:	SQUARE FEET:	ACREAGE:	PERCENTAGE:
TOTAL PROPERTY	1,212,985	27.85	
BUILDING / TANKS	449,760	10.33	
OPEN TANKS / VESSELS	91,690	2.10	
PAVEMENT	503,661	11.56	
GREEN SPACE	121,365	2.79	10.0 %
OTHER PERVIOUS SOILS	46,509	1.07	3.8 %

LEGEND

- GREEN SPACE
- OTHER PERVIOUS SOILS
- NEW BUILDING CONSTRUCTION



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REV	DATE	DESCRIPTION
10/15	2008	CITY OF MENSASHA REVIEW

SCA TISSUE NORTH AMERICA
 MENASHA, WISCONSIN
 Deink System Phase II Detailed Design
 MILL SITE PLAN
 GENERAL NOTES AND LEGEND

SCALE:	1" = 40'
DATE :	OCTOBER 15, 2008
DRAWN BY:	M.P. OLSON
CHECKED :	G.J.C.
APPROVED :	
PLOT SCALE :	1:480
CAD FILE:	DM136C004
DRAWING NO.	D- M136 - C- 004
REVISION	A



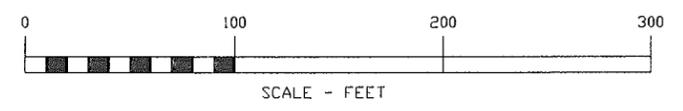
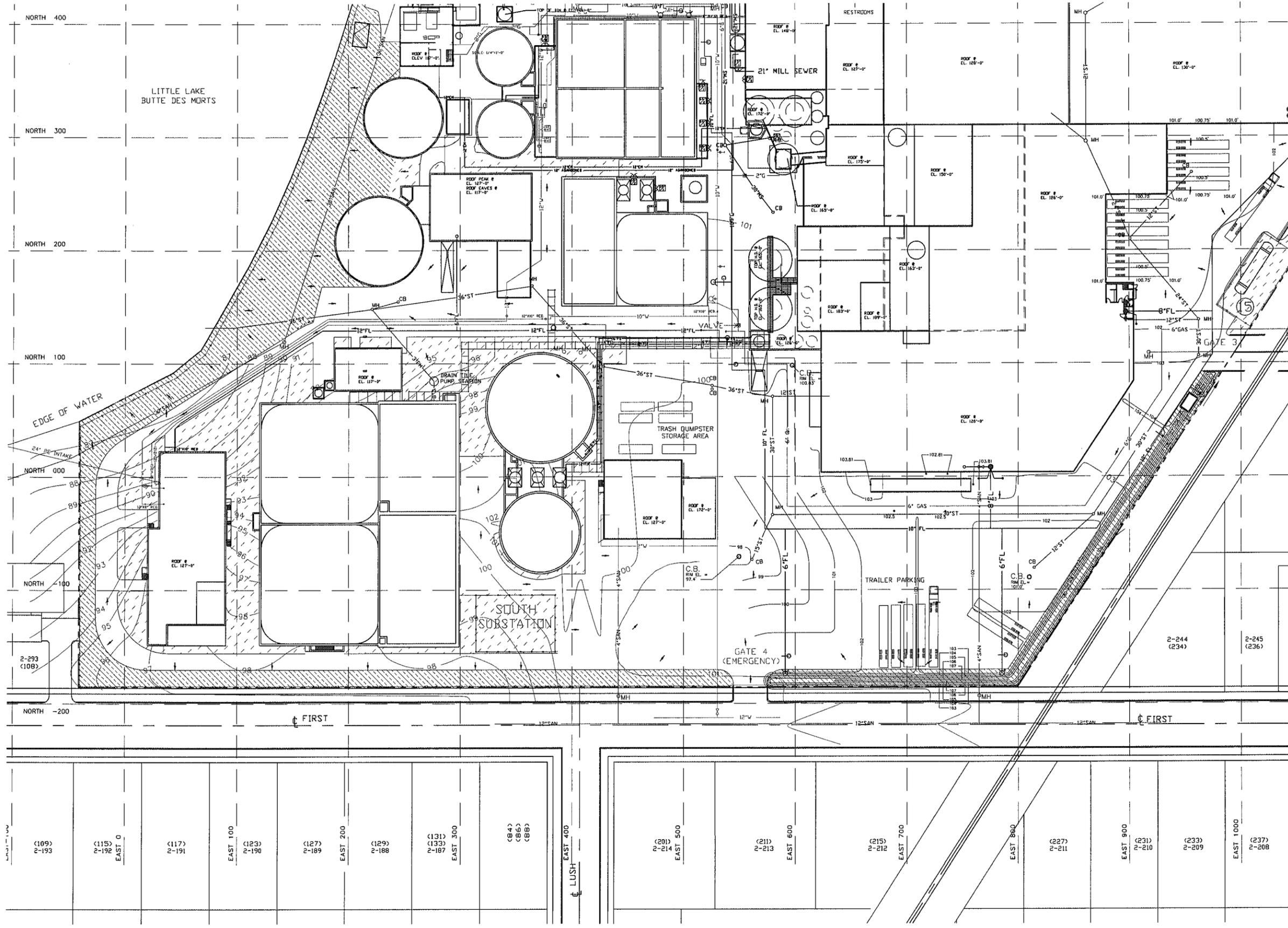
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NORTH AMERICA

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Project No.
S0907456

REV	DATE	DESCRIPTION
10/15	2008	CITY OF MENASHA REVIEW

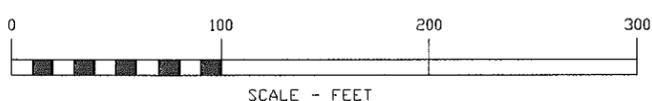
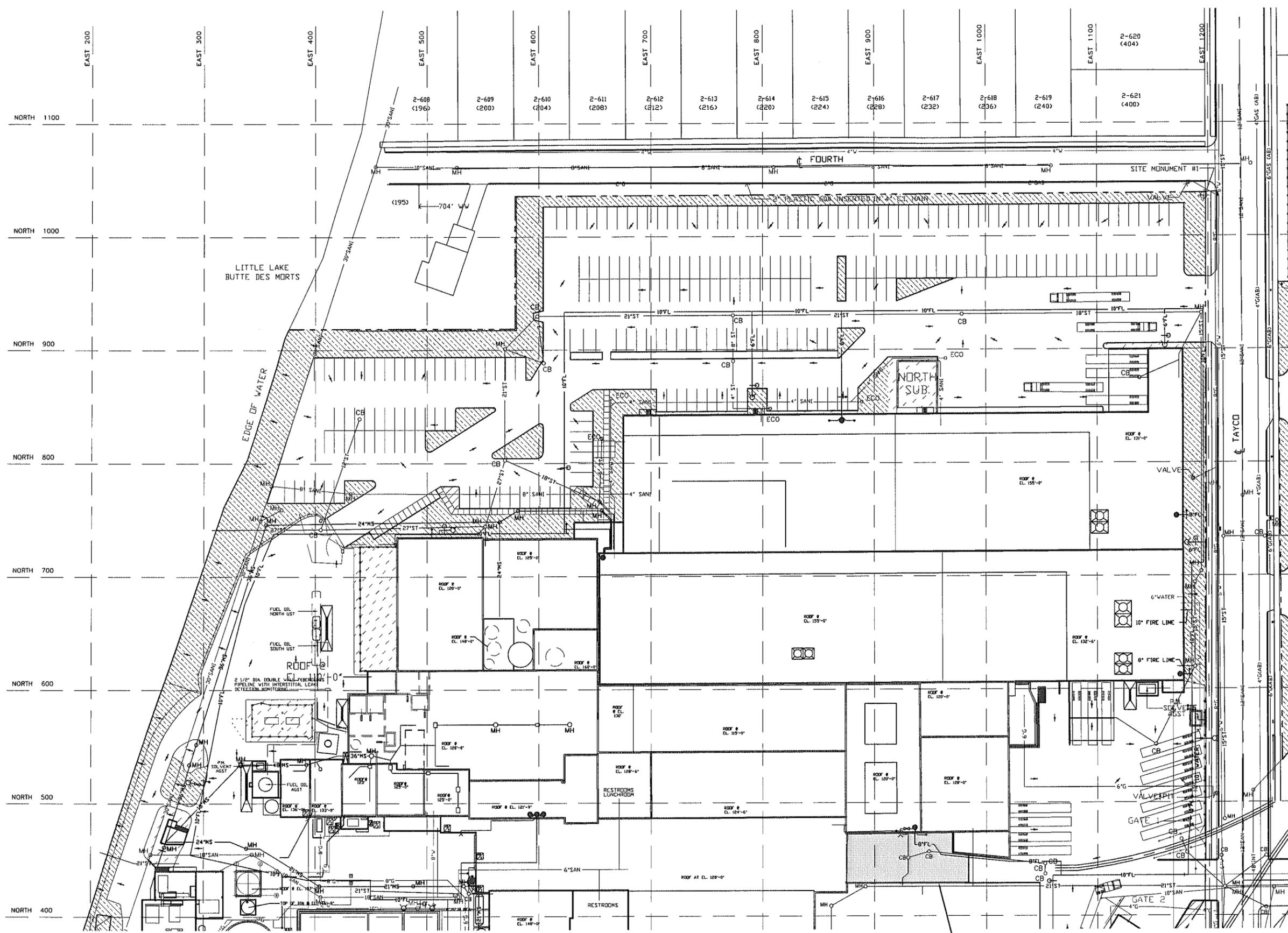
SCA TISSUE NORTH AMERICA
MENASHA, WISCONSIN
Deink System Phase II Detailed Design
SITE PLAN - SOUTH

SCALE:	1" = 40'
DATE :	OCTOBER 15, 2008
DRAWN BY:	M.P. OLSON
CHECKED :	GJC
APPROVED :	
PLOT SCALE :	1:480
CAD FILE:	DM136C005
DRAWING NO.	D-M136 - C-005
REVISION	A



MILL SITE PLAN
SCALE: 1" = 40'





MILL SITE PLAN
SCALE: 1" = 40'

Building Addition
AREA = 4510 SF
FULLY SPRINKLERED



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Fax: (920) 766-0670

REV DATE	DESCRIPTION
10/15/2008	CITY OF MENASHA REVIEW
2008	

SCA TISSUE NORTH AMERICA
MENASHA, WISCONSIN
Deink System Phase II Detailed Design
SITE PLAN - NORTH

SCALE:	1" = 40'
DATE:	OCTOBER 15, 2008
DRAWN BY:	M.P. OLSON
CHECKED:	GJC
APPROVED:	
PLOT SCALE:	1/480
CAD FILE:	DM136C007
DRAWING NO.:	D-M136 - C-007
REVISION	A

