

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**

**November 2, 2010
3:30 PM**

AMENDED AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the October 19, 2010 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. [Ordinance O-18-10 Relating to the Paving of Driveways](#)
2. Site Plan Amendment – Exopack – 271 River Street (information to be received)

G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
October 19, 2010
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:40 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Sturm and Schmidt

OTHERS PRESENT: CDD Keil, Curt Biggar, Lonnie Pichler, Linda Stoll, Roger Kantz, Ed Kassel, Matt Fahey and LaVonne Biggar

C. MINTUES TO APPROVE

1. **Minutes of the October 5, 2010 Plan Commission Meeting**

Moved by Ald. Benner, seconded by Comm. Cruickshank to approve the October 5, 2010 Plan Commission meeting minutes.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. None

F. ACTION ITEMS

1. **Presentation on Sustainable Neighborhood and Home Design – Curt Biggar**

The presentation addressed development and building site layout to take advantage of opportunities for passive solar and to minimize infrastructure costs. He also discussed ways to minimize use of building materials in home construction and reduce energy costs through super insulation and passive solar design.

Commissioners discussed:

- Acceptance of green design by builders, developers and homebuyers
- Applicability of these concepts to existing homes and multi-family development projects
- Passive vs. high-tech methods to reduce energy use
- Green building cost comparisons and documentation of energy savings
- The relationship of development standards to building, infrastructure and site improvement costs

G. ADJOURNMENT

Motion by DPW Radtke, seconded by Comm. Homan to adjourn at 4:55 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director

ORDINANCE O-18-10

AN ORDINANCE RELATING TO PAVING OF DRIVEWAYS

Introduced by Aldermen Taylor and Zelinski

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 13, ARTICLE E, SEC.13-1-51(b)(1) and (2) and (e)(3) of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 13 – Zoning

ARTICLE E

Traffic Visibility, Loading, Parking and Access

SEC. 13-1-51 OFF-STREET PARKING.

...

(b)

(1) R-1, R-1 A, R-2 and R-2 A Districts.

...

e. All driveways shall be surfaced with asphalt, concrete or other durable dust-free material acceptable to the Department of Community Development with the minimum standards set forth below in paragraph (2) a. 14., within one (1) year of construction. Those properties with existing driveways that are not currently surfaced with asphalt, concrete or other durable dust-free material shall be so surfaced prior to the sale of the property or, within six (6) months after the property is sold.

(2) R-3, R-4, C-1, C-2, C-3, C-4, I-1, I-2 and GU Districts.

...

(e)

(3)

...

d. or
e. If the property is sold.

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this day of , 2010.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk