

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**

**October 19, 2010
3:30 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the October 5, 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. Presentation on Sustainable Neighborhood and Home Design – Curt Biggar
- G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
October 5, 2010
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 4:35 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED:

OTHERS PRESENT: CDD Keil, PP Kester, Roger Kantz, Cathy Thunes and Linda Stoll

C. MINTUES TO APPROVE

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

Moved by Comm. Homan, seconded by Comm. Schmidt to approve the October 5, 2010 Plan Commission meeting minutes with one correction to spell PP Kester's name correctly under item F. 2.

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. **Release of Public Dedication CSM 5979 – River Street**

CDD Keil requested that this item be held. Menasha Utilities has facilities in the area that is presently dedicated to the public. The representatives of Exopac have been requested to provide easements for these facilities prior to the release of public dedication. The consensus was to hold this item.

2. **Re-approval of Extraterritorial CSM – Appleton Road – Town of Menasha**

CDD Keil reported that the CSM had not been recorded within the 6 month time period established by Winnebago County. There are no changes to the CSM from what was originally presented for Plan Commission review. Motion by DPW Radtke, seconded by Comm. Schmidt to reapprove the extraterritorial CSM located on Appleton Road.

The motion carried.

3. **Site Concept Plan – 835 Oneida Street – Charles Krause**

CDD Keil stated that the site owner is proposing to establish a used car lot on this site. A special use permit is required for this use.

Commissioners expressed concerns regarding the plan to phase the installation of site

improvements and the lack of detail provided with the concept plan. Cathy Thunes and Linda Stoll commented on storm water management implications associated with site development.

This item was held pending the receipt of more complete plans.

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

CDD Keil introduced the Sustainability Board members present. Mr. Biggar was not in attendance. Commissioners discussed options for addressing sustainability issues as they make decisions on design and development proposals. Mr. Biggar will be invited to the October 19 Plan Commission meeting.

G. ADJOURNMENT

Motion by DPW Radtke, seconded by Comm. Homan to adjourn at 4:30 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director