

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**

**March 16, 2010  
3:30 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [Minutes of the March 2, 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. Natures Way Easement
- F. ACTION ITEMS
  - 1. [Extraterritorial Plat Review – Lakeshore Manor, Lakeshore Road – Town of Menasha \(revised Drainage Plan attached\)](#)
  - 2. Menasha Portage Proposal
- G. ADJOURNMENT

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**March 2, 2010**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 3:35 p.m. by Mayor Donald Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Schmidt

OTHERS PRESENT: CDD Keil, Walt Raith and Pete Hensler

**C. MINTUES TO APPROVE**

1. **Minutes of the February 16, 2010 Plan Commission Meeting**

Moved by Ald. Benner, seconded by DPW Radtke to approve the February 16, 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. **Overview of Freight Transportation Issues – Walter Raith – ECWRPC**

Walt Raith reviewed trends in rail and freight transportation. A freight advisory group has been formed to obtain input from producers/consumers and transport companies for input into the updated of regional transportation plans.

Commissioners discussed the relationship of transportation systems to the city's land use pattern and to what extent transportation trends should be considered in the city's future land use plan. Commissioners discussed the evolution of the city's rail corridors and future prospects for them under varying assumptions about rail usage.

2. **Natures Way Easement**

Greg Keil reported that he had met with the owner of 2008 Natures Way, who is requesting the easement release. The structural analysis of the unfinished home had been completed and the report generally indicated that the foundation and structural members have not been compromised. No progress had been made on obtaining additional releases from the remaining property owners. A timetable has been established for obtaining the remaining releases.

Commissioners discussed the need to bring this matter to conclusion. This item is to return at the next Plan Commission meeting.

**F. ACTION ITEMS**

1. **Extraterritorial Plan Review – Lakeshore Manor, Lakeshore Road – Town of Menasha**

CDD Keil reported that he had contacted the Town of Menasha Director of Community

Development to obtain clarification about the restrictions within the "Grading Area" etc. Documentation regarding these considerations is forthcoming. This item is to return at the next Plan Commission meeting.

2. **Menasha Portage Proposal**

Pete Hensler discussed the Friends of the Fox (FOF) initiative to install portages around locks and other obstructions to facilitate paddling opportunities in the Fox River corridor. In Menasha, a portage around the Menasha Lock and around the railroad swing bridge at Lush Street is proposed.

Commissioners discussed the location and design of the portages and construction/maintenance considerations. This item was held pending the receipt of a maintenance agreement from FOF and design clarifications.

**G. ADJOURNMENT**

Moved by DPW Radtke, seconded by Comm. Homan to adjourn at 5:05 p.m.

The motion carried.

*Minutes respectfully submitted by Greg Keil, Community Development Director*

oschmid.w:\PROJECTS\M0003\980146\24\DRAINAGE.dwg 03/01/10 9:02 AM (x-rev Proposed Tayco Pond)

NOTES:  
 1) MINIMUM GROUND GRADE AT BACK OF HOME FOR ALL LOTS ADJACENT TO POND SHALL BE 749.50  
 2) PROPOSED 100 YEAR FLOOD ELEVATION OF THE TAYCO STREET POND TO BE 745.10 (NGVD 1929 DATUM)  
 3) GRADE LINE PER CSM NO. 6409 IS THE START OF THE FIRST FOUR TO FIVE FEET OF ELEVATION DROP OF FUTURE TAYCO ROAD POND.



LOCATION MAP  
 SHOWING SECTION 10, T20N, R17E,  
 TOWN OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.

LAKESHORE MANOR SUBDIVISION -  
 TOWN OF MENASHA, WINNEBAGO COUNTY, WI  
 Maintenance Requirements for the  
 Management of the Storm Water Detention Easements

The LAKESHORE MANOR SUBDIVISION DRAINAGE PLAN has been incorporated into the "Master Plan of the Tayco Road Storm Water Detention Pond" to be constructed on Outlot 1 of C.S.M. 6409, Town of Menasha, Winnebago County, Wisconsin.

- The maintenance of the property know as "Outlot 1 of C.S.M. 6409", together with detention pond structure, drainageways and associated drainage structures to be constructed on Outlot 1 of C.S.M. 6409, shall be the sole responsibility of the Town of Menasha and the City of Menasha; in accordance with the INTERMUNICIPAL AGREEMENT for the "Operation & Maintenance of the Tayco Road Detention Pond," dated January 22, 2010.
- The maintenance of the property known as "Lakeshore Manor, an 8 Lot Subdivision Plat," being all of Lot No. 2 C.S.M. 6409, shall be the sole responsibility of the owner or owners of the 8 lots indicated on the plat.

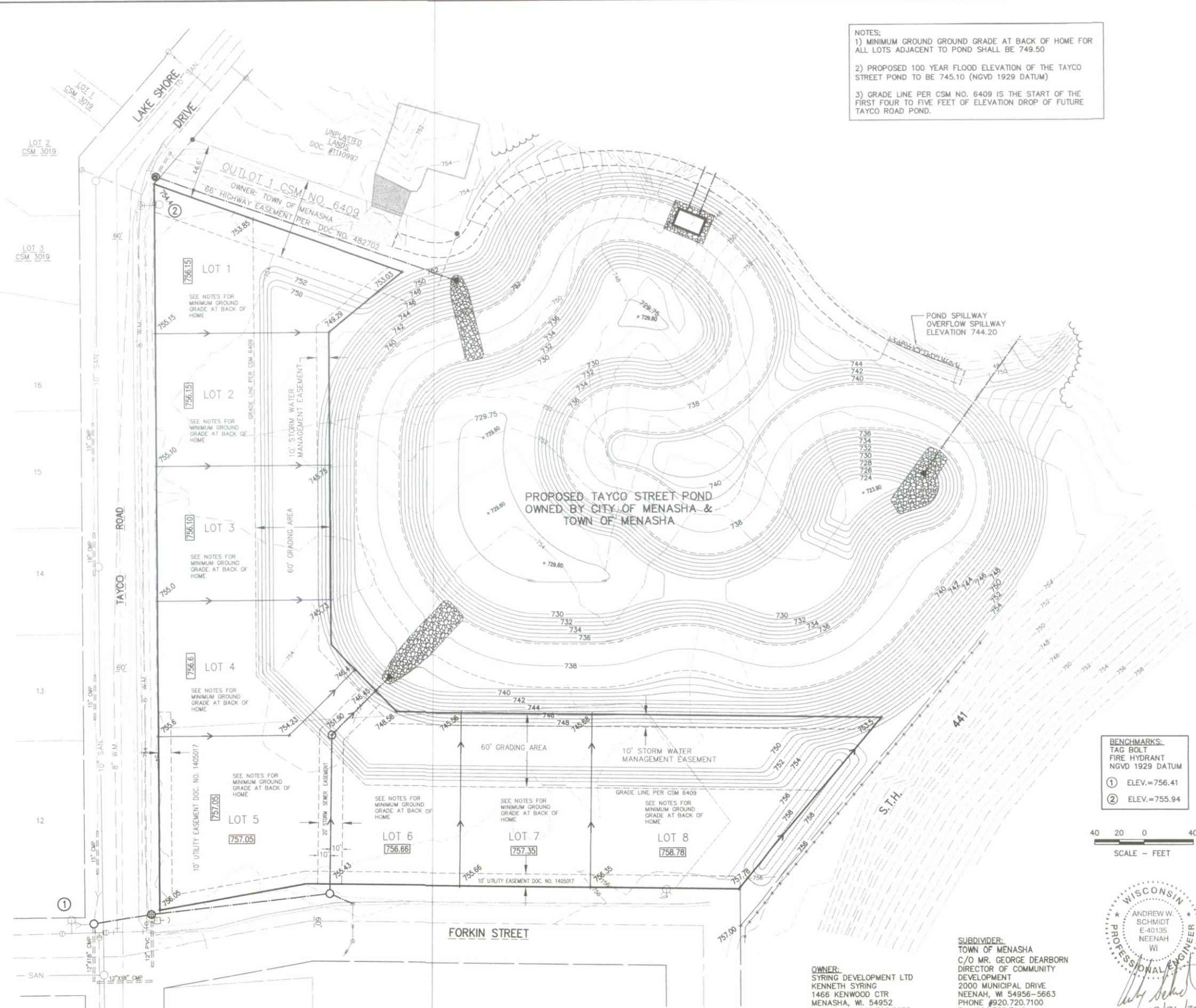
Routine maintenance procedures include, the use of erosion control structures during the construction of dwellings on any of the 8 lots within the subdivision and compliance with the surface water drainage plan approved by the Town of Menasha & Winnebago County Planning & Zoning Department.

Routine maintenance of the Lakeshore Manor Subdivision Lots includes, but is not limited to the following: mowing of surface lawn or vegetation and the removal of debris or trash that may accumulate.

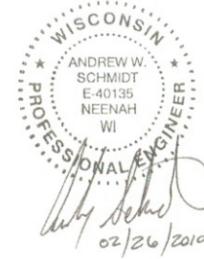
Should the owners of any of the 8 lots within the subdivision fail to perform the required maintenance as stated above, the Town of Menasha and Winnebago County retain the right to perform the necessary maintenance. Any charges for maintenance performed by either governmental bodies, shall be equally assessed among the Lakeshore Manor property owners. Any maintenance or repairs required on a specific lot or lots, will be assessed to that individual lot owner(s).

The maintenance and repair of the "Storm Sewer Piping" within the 20 foot wide "Storm Sewer Easement" between Lot 5 and Lot 6 of the plat, shall be the sole responsibility of the owners of the Tayco Road Detention Pond (the Town of Menasha and the City of Menasha, Wisconsin).

- The Storm Water Detention, Storm Water Management & Drainageway areas shall be constructed in accordance with the "Approved Drainage Plan". The 60 foot wide "grading area, together with the 10 foot wide storm water management easement", may not be filled or altered in any way, without the consent of the Town of Menasha and/or the Winnebago County Planning & Zoning Department.



BENCHMARKS:  
 TAG BOLT  
 FIRE HYDRANT  
 NGVD 1929 DATUM  
 ① ELEV.=756.41  
 ② ELEV.=755.94



SUBDIVIDER:  
 TOWN OF MENASHA  
 C/O MR. GEORGE DEARBORN  
 DIRECTOR OF COMMUNITY  
 DEVELOPMENT  
 2000 MUNICIPAL DRIVE  
 NEENAH, WI 54956-5663  
 PHONE #920.720.7100  
 Fax 920.720.7116

OWNER:  
 SYRING DEVELOPMENT LTD  
 KENNETH SYRING  
 1466 KENWOOD CTR  
 MENASHA, WI 54952  
 PHONE NO. 920.722.8055

- LEGEND
- OR ← - SURFACE WATER DRAINAGE DIRECTION ARROW
  - ① - HYDRANT BENCHMARK & LOCATION (TAG BOLT)
  - 10' 20' - UTILITY & DRAINAGE EASEMENT (20' UNLESS NOTED)
  - LIMITS OF WOODED AREA
  - 728.36 D - PROPOSED DITCH GRADE
  - 728.00 - PROPOSED DESIGN FINISHED GRADE (ELEVATION AT LOT CORNERS)
  - 750 - EXISTING CONTOUR
  - PROPOSED CONTOUR
  - RIP-RAP
  - 800.00 - PROPOSED MINIMUM GROUND ELEVATION AT EXTERIOR GARAGE FOUNDATION WALL
  - EXISTING FENCE
  - EXISTING POWER POLE
  - EXISTING SANITARY SEWER MANHOLE
  - EXISTING HYDRANT

**McMAHON**  
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NO.	DATE	REVISION	MAINTENANCE REQUIREMENTS
1	2/26/10		

**DRAINAGE PLAN - LAKESHORE MANOR**  
**TOWN OF MENASHA**  
**WINNEBAGO COUNTY, WISCONSIN**

DESIGNED	DRAWN
AW5	MJA/DEW
PROJECT NO. M0003 980146.24	
DATE JAN., 2010	
SHEET NO.	