

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
August 30, 2010
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: None

OTHERS PRESENT: CDD Keil, PP Amy Kester, Bob Drifka, Jenny Drifka, Mike Malmstead, Steve Roth, Janice Arendt, Nate Sorenson, Vern Green, Lonnie Pichler

C. MINTUES TO APPROVE

1. **Minutes of the August 3, 2010 Plan Commission Meeting**

Moved by Comm. Cruickshank, seconded by Ald. Benner to approve the August 3, 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. **CSM – Midway Crossing**

CDD Keil explained that the CSM had to be revised as another lot was created by virtue of the street being dedicated to the public. The sidewalk easement is also now shown in response to action previously taken by the Plan Commission.

Moved by DPW Radtke, seconded by Comm. Cruickshank to recommend approval of the CSM.

The motion carried.

2. **Site Plan Review – Fox Valley Hematology and Oncology – Province Terrace**

CDD Keil stated that the storm water management plan and erosion control plan has yet to be approved by the Engineering Department. The photometric plan showed light spillage onto Province Terrace that exceeds ordinance requirements and the percentage of landscaping within the parking lot needs to be verified. Vern Green from NMFR inquired whether there would be yard hydrants and stated that the existing hydrant locations should be adequate. Lonnie Pichler noted that the routing for the electrical service was shown incorrectly.

Commissioners discussed:

- The type of material used to screen the rooftop mechanicals.

- The compatibility of the materials used to screen the dumpster enclosure with the main building materials.
- The relationship of the proposed biofilter to the storm water management plan.
- The need for landscape buffers along the parking lot.
- The location, width and turning radii of the driveway accesses.

Moved by DPW Radtke, seconded by Comm. Cruickshank to approve the site plan with the following conditions:

1. That the storm water management plan be approved by the Engineering Department.
2. That the erosion control plan be approved by the Engineering Department.
3. That the lighting plan be modified to meet parking requirements.
4. That the landscaping plan be modified to meet the standards for screening parking lots.
5. That the percentage of interior landscaping in the parking lots meets standards.
6. That the electric service follow a route to be approved by Menasha Utilities.

The motion carried

G. ADJOURNMENT

Moved by DPW Radtke, seconded by Ald. Benner to adjourn at 4:15 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director