

It is expected that a Quorum of the Joint Review Board, 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 17, 2015  
3:30 PM**

**AGENDA**

- A. ROLL CALL/EXCUSED ABSENCES
- B. MINUTES TO APPROVE
  - 1. [Minutes of the November 3, 2015 Plan Commission Meeting](#)
- C. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA  
Five (5) minute time limit for each person
- D. DISCUSSION
  - 1. [2016 Plan Commission Schedule](#)
- E. ACTION ITEMS
  - 1. [Certified Survey Map – 186 Main Street](#)
- F. ADJOURNMENT

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**November 3, 2015**  
**DRAFT MINUTES**

---

**A. CALL TO ORDER**

The meeting was called to order at 3:36 PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, DPW Radtke, Commissioner Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Sturm, Schmidt, and DeCoster.

OTHERS PRESENT: CDD Keil and AP Englebert.

**C. MINUTES TO APPROVE**

1. **Minutes of the October 20, 2015 Plan Commission Meeting**

Motion by Ald. Benner, seconded by DPW Radtke to approve the October 20, 2015 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. **Temporary Cul de Sac Easement Release – Woodcrest Heights Drive**

AP Englebert introduced the easement release and explained that the need for the release derived from a prior CSM that was approved by the Common Council. The intention of the developer was to establish a cul de sac easement to the north of Lot 1 and Lot 2 of the Woodcrest Heights CSM in order to comply with City of Menasha subdivision requirements.

Motion by Ald. Benner, seconded by Comm. Cruickshank to approve the Temporary Cul de Sac Easement Release for Woodcrest Heights Drive. The motion carried.

2. **Temporary Cul de Sac Easement – Woodcrest Heights Drive**

CDD Keil explained that the proposed easement meets City requirements for the size of cul de sac and location.

Motion by Ald. Benner, seconded by Comm. Cruickshank to approve the Temporary Cul de Sac Easement for Woodcrest Heights Drive. The motion carried.

**H. ADJOURNMENT**

Motion by DPW Radtke, seconded by Comm. Cruickshank to adjourn at 3:45 PM. The motion carried.

*Minutes respectfully submitted by AP Englebert.*



### 2016 Meeting Schedule and Deadlines

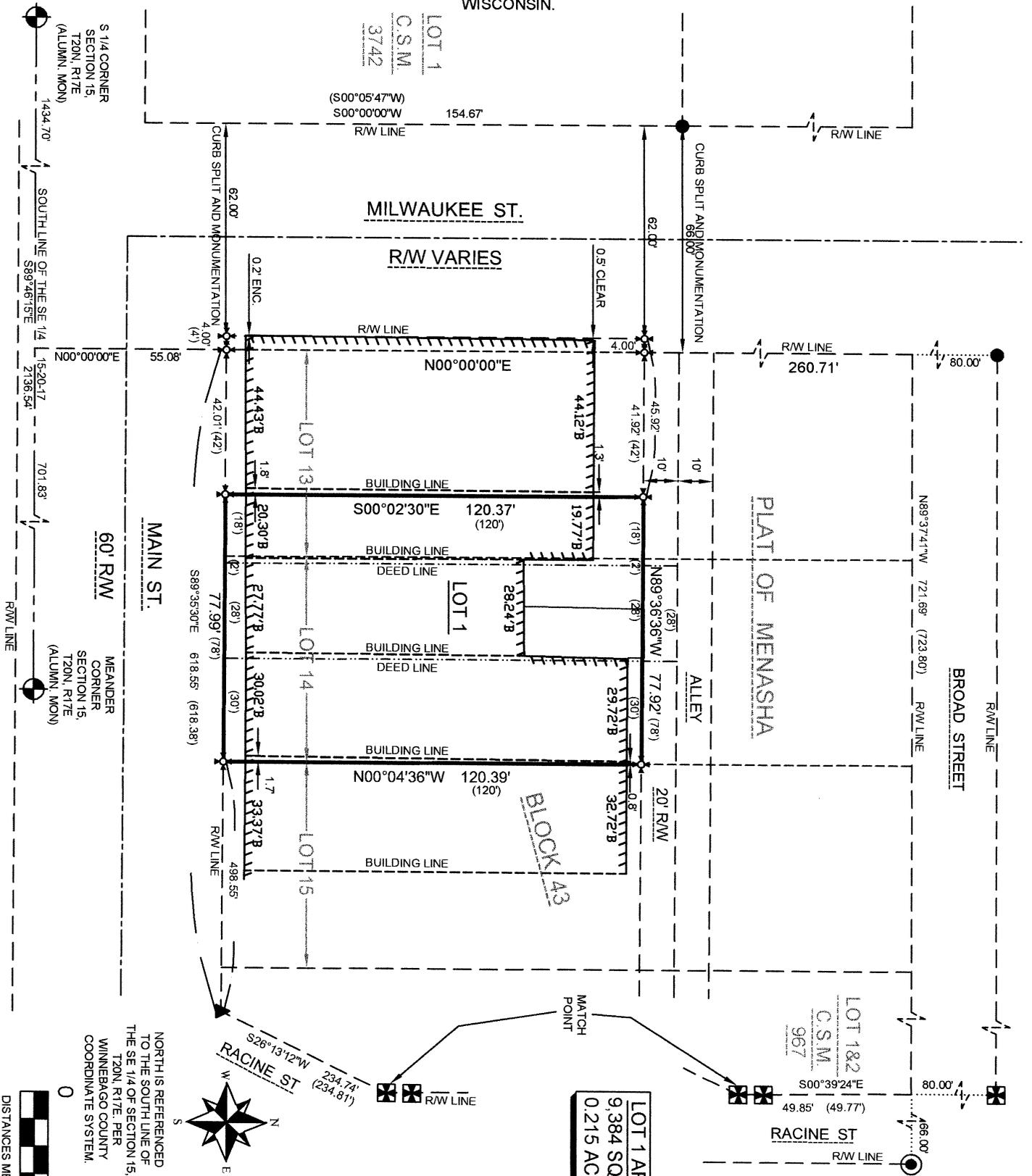
Monday 4:00 PM Application Deadline	Wednesday 9:00 AM Site Plan Meeting	Tuesday 3:30 PM Plan Commission	Monday 6:00 PM City Council
12/28/2015	12/30/2015	1/12/2016	1/18/2016
1/11/2016	1/13/2016	1/26/2016	2/1/2016
1/25/2016	1/27/2016	2/9/2016	2/15/2016
2/8/2016	2/10/2016	2/23/2016	3/7/2016
2/29/2016	3/2/2016	3/15/2016	3/21/2016
3/14/2016	3/16/2016	3/29/2016	4/4/2016
3/28/2016	3/30/2016	4/12/2016	<b>4/19/2016</b>
4/11/2016	4/13/2016	4/26/2016	5/2/2016
4/25/2016	4/27/2016	5/10/2016	5/16/2016
5/9/2016	5/11/2016	5/24/2016	6/6/2016
<b>5/31/2016</b>	6/1/2016	6/14/2016	6/20/2016
6/13/2016	6/15/2016	6/28/2016	<b>7/5/2016</b>
6/27/2016	6/29/2016	7/12/2016	7/18/2016
7/11/2016	7/13/2016	7/26/2016	8/1/2016
7/25/2016	7/27/2016	8/9/2016	8/15/2016
8/8/2016	8/10/2016	8/23/2016	<b>9/6/2016</b>
8/29/2016	8/31/2016	9/13/2016	9/19/2016
9/12/2016	9/14/2016	9/27/2016	10/3/2016
9/26/2016	9/28/2016	10/11/2016	10/17/2016
10/10/2016	10/12/2016	10/25/2016	11/7/2016
10/31/2016	11/2/2016	11/15/2016	11/21/2016
11/14/2016	11/16/2016	11/29/2016	12/5/2016
11/28/2016	11/30/2016	12/13/2016	12/19/2016
12/12/2016	12/14/2016	12/27/2016	1/2/2017

**Bold = Irregular Meeting Dates**

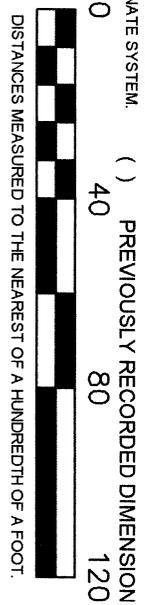
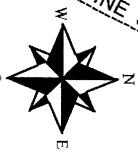
**Site Plan Review (Wed)** – Subject to change, applicants to be advised via email.

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

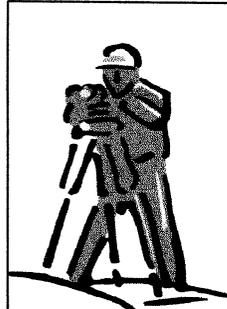
PART OF LOT 13 AND PART OF LOT 14 OF BLOCK 43, IN PLAT OF MENASHA (TWO ADDITIONS), IN THE FIRST WARD, CITY OF MENASHA, LOCATED IN PART OF THE SE 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.



NORTH IS REFERENCED TO THE SOUTH LINE OF THE SE 1/4 OF SECTION 15, T20N, R17E, PER WINNEBAGO COUNTY COORDINATE SYSTEM.



- LEGEND**
- XX.XX' B BUILDING DIMENSION
  - 1" IRON PIPE FOUND
  - ▲ MAG NAIL FOUND
  - 2" IRON PIPE FOUND
  - ⊙ CHISELED CROSS FOUND
  - ⊕ CHISELED CROSS SET
  - ⊙ SECTION CORNER
  - ( ) PREVIOUSLY RECORDED DIMENSION



<b>PRECISION LAND SURVEYING, LLC</b> 1024 W. TAYLOR ST. APPLETON, WI 54914 (920) 205-4895		
<b>DRAWN BY</b> CAH	<b>DATE</b> 10/16/2015	<b>SURVEY FOR</b> WEATHERVANE RESTAURANT 186 MAIN ST MENASHA, WI 54952
<b>APPROVED</b> CAH	<b>DATE</b> 10/16/2015	
<b>SCALE</b> 1" = 40'	<b>SHEET</b> 1 OF 3	<b>PROJECT NO.</b> 8597

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

PART OF LOT 13 AND PART OF LOT 14 OF BLOCK 43, IN PLAT OF MENASHA (TWO ADDITIONS), IN THE FIRST WARD, CITY OF MENASHA, LOCATED IN PART OF THE SE 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE:**

STATE OF WISCONSIN)  
SS)  
OUTAGAMIE COUNTY)

I, CHRISTIAN A. HAUSFELD, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, AND MAPPED PART OF LOT 13 AND PART OF LOT 14 OF BLOCK 43, IN PLAT OF MENASHA (TWO ADDITIONS), IN THE FIRST WARD, CITY OF MENASHA, LOCATED IN THE SE 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN. FURTHER DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH 1/4 OF SECTION 15; THENCE SOUTH 89°46'15" EAST, 1434.70 FEET ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION; THENCE NORTH 00°00'00" EAST, 55.08 FEET, TO THE SOUTHEAST CORNER OF BLOCK 43 OF SAID MENASHA PLAT (TWO ADDITIONS); THENCE SOUTH 89°35'30" EAST, 42.01 FEET, ALONG THE SOUTH LINE OF LOT 13 OF SAID BLOCK 43 TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°35'30" EAST, 77.99 FEET, ALONG THE SOUTH LINE OF SAID LOT 13 AND LOT 14; THENCE NORTH 00°04'36" WEST, 120.39 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF LANDS DEDICATED TO THE CITY OF MENASHA FOR AN ALLEY WAY; THENCE NORTH 89°36'36" WEST, 77.92 FEET, ALONG SAID ALLEY WAY; THENCE SOUTH 00°02'30" EAST, 120.37 FEET TO THE POINT OF BEGINNING. CONTAINING 0.215 ACRES, (9,384 SQ. FT.) OF LAND AND BEING SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MAKE SUCH SURVEY UNDER THE DIRECTION OF PAT DUFRANE, 186 MAIN ST., MENASHA, WI 54952.

THAT SUCH IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF LAND SURVEYED. THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE LAND SUBDIVISION ORDINANCE OF THE CITY OF MENASHA AND SURVEYING AND MAPPING THE SAME.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015

\_\_\_\_\_  
WISCONSIN PROFESSIONAL LAND SURVEYOR pLS-2492  
CHRISTIAN A. HAUSFELD

**COUNTY TREASURE'S CERTIFICATE:**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

\_\_\_\_\_  
COUNTY TREASURER

\_\_\_\_\_  
DATED

**CITY OF MENASHA TREASURE'S CERTIFICATE:**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

\_\_\_\_\_  
CITY TREASURER

\_\_\_\_\_  
DATED

**CITY OF MENASHA COMMON COUNCIL APPROVAL:**

RESOLVED, THAT THIS CERTIFIED SURVEY MAP IN THE CITY OF MENASHA, WINNEBAGO COUNTY, PAT DUFRANE, THE PROPERTY OWNER, IS HEREBY APPROVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DATED

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
DATED

