

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 18, 2014  
3:30 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [Minutes of the March 10, 2014 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. [Removed from Table Pending New Information to be received Special Use Permit Amendment – 1284 Midway Road – Hotel/Rooming Type Use](#)
    - a. [Proposed Permitting of Transient Rental Units](#)
  - 2. [Certified Survey Map – Fountain Way](#)
  - 3. [Certified Survey Map - Eden Court](#)
  - 4. [Certified Survey Map - Georgetown Place](#)
  - 5. [Certified Survey Map - Seventh Street \(Menasha High School\)](#)
- G. ADJOURNMENT

**CITY OF MENASHA  
Plan Commission  
Council Chambers, City Hall – 140 Main Street  
March 10, 2014  
DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 3:37 PM by DPW Radtke.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Ald. Zielinski (Alternate for Ald. Benner), DPW Radtke and Commissioners Cruickshank and Sturm.

PLAN COMMISSION MEMBERS EXCUSED: Mayor Merkes, Ald. Benner and Commissioners Schmidt and DeCoster.

PLAN COMMISSION MEMBERS ABSENT: None.

OTHERS PRESENT: CDD Keil and PP Homan.

**C. MINUTES TO APPROVE**

1. **Minutes of the February 18, 2014 Plan Commission Meeting**

Motion by Comm. Sturm, seconded by Ald. Zielinski to approve the February 18, 2014 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. **Removed from Table Pending New Information to be received Special Use Permit Amendment – 1284 Midway Road – Hotel/Rooming Type Use**

This item was held.

2. **Potential Property Acquisition – 867 Valley Road, Realty Opus, Inc.**

CDD Keil explained that Warehousing of Wisconsin is interested in acquiring the 867 Valley Road property for future expansion. It has requested that the city initiate acquisition because the city can obtain liability exemptions and access to grant resources that are not available to private entities. Warehousing of Wisconsin would pay for the acquisition cost and any site clean-up costs not covered by grants.

Commissioners discussed the current condition of the property, future uses, extent of known environmental contamination and benefits associated with the potential Warehousing of Wisconsin expansion.

Motion by Comm. Sturm, seconded by Ald. Zielinski to recommend that the Common Council acquire the 867 Valley Road property. The motion carried.

**H. ADJOURNMENT**

Motion by Comm. Cruickshank, seconded by Comm. Sturm to adjourn at 3:52 PM. The motion carried.



February 10, 2014

RE: Special Use Permit Amendment Application for 1284 Midway Road,  
Parcel #6-01262-15

Dear Property Owner:

GBW Real Estate Holdings LLC (hereinafter GBW) has applied for an amendment to their Special Use Permit for parcel number 6-01262-15 located at 1284 Midway Road. GBW has requested the Special Use Permit Amendment to operate the property for the purpose of hotel/rooming type use from May 15 through and including August 15 of each year. The subject site is zoned C-1 General Commercial District, and is currently operating as a multifamily use, as allowed by their Special Use Permit granted on December 19, 2011 as required per Sec. 13-1-29(c)(10) of the City of Menasha Municipal Code.

The City of Menasha Plan Commission will be considering this request at an informal public hearing on Tuesday, February 18, 2014 at 3:30 p.m. or shortly thereafter in the City Hall Council Chambers at 140 Main Street, Menasha.

The City of Menasha Common Council will also be considering this request at a formal public hearing scheduled for Monday, March 3, 2014 at 6:00 p.m. or shortly thereafter in the City Hall Council Chambers, 140 Main Street, Menasha. A copy of the Public Hearing Notice on this proposal is attached along with an area map identifying the location of the property.

Persons interested in this matter will be given an opportunity to comment on the request; written comments will also be considered. The City of Menasha is notifying you because you own property within one hundred (100) feet of the proposed Special Use Permit Amendment. If you have any questions, please contact me.

Sincerely,

Kristi Heim  
Community Development Coordinator

C: Plan Commission  
City Clerk Galeazzi



**Proposed Special Use  
Amendment  
Hotel/Rooming Type Use**

**1284 Midway  
Parcel Number:  
6-01262-15**



**City of Menasha  
Public Hearings**

NOTICE IS HEREBY GIVEN that public hearings will be held by the Menasha Plan Commission and Common Council on an application for a Special Use Permit Amendment by GBW Real Estate Holdings LLC for the property located at 1284 Midway Road, City of Menasha, Winnebago County, Wisconsin. This Special Use Permit Amendment is being applied for to operate the property for the purpose of hotel/rooming type use from May 15 through and including August 15 of each year. The Plan Commission will hold its informal public hearing on Tuesday, February 18, 2014 at 3:30 PM, or shortly thereafter, in the Council Chambers of Menasha City Hall located at 140 Main Street, Menasha, WI 54952. The Common Council will hold its formal public hearing on this matter at 6:00 PM, or shortly thereafter, on Monday, March 3, 2014 at the same location. All persons interested in commenting on the application for this Special Use Permit Amendment are invited to attend.

Deborah A. Galeazzi, WCMC  
City Clerk

Run: Feb. 14 & 20, 2014

## AN ORDINANCE RELATING TO THE SHORT-TERM RETAL OF DWELLING UNITS

Introduced by \_\_\_\_\_.

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

SECTION 1: Purpose. The purpose of this chapter is to protect the character of the city's neighborhoods by limiting and regulating the transient rental occupancy of dwelling units. In the adoption of these regulations, the city finds that the rental of dwelling unit(s) for periods of thirty days or less has the potential to be incompatible with surrounding uses. Therefore, special regulation of dwellings used for transient rental occupancy is necessary to ensure that these uses will be compatible with surrounding uses and will not materially alter the neighborhoods in which they are located.

### SECTION 2: Transient Rental Occupancy Requirements.

A. No person shall occupy, use, operate or manage, nor offer or negotiate to use, lease, or rent a dwelling unit in the R-3, R-4, C-1, C-2, C-3, C-4 or PUD zones for transient rental occupancy except:

1. A dwelling for which a transient rental permit has been issued to the owner of that dwelling;  
or

2. A dwelling which has been approved for use as a bed and breakfast establishment.

B. The rental of a dwelling, or portion thereof for transient rental occupancy shall be considered a motel and subject to compliance with the requirements of Municipal Code, Chapter 10, Hotel and Motel Room Tax.

C. A transient rental permit is issued to a specific owner of a dwelling unit(s) and is not transferable.

D. For the purposes of this subsection, an individual tenancy means a specific person or group of persons who together occupy or are entitled to occupy a transient rental dwelling unit(s).

E. The use of a dwelling for transient occupancy shall not exceed one individual tenancy within fourteen consecutive calendar days.

F. An individual tenancy described in Section 2 (E) shall commence on the first day that the person(s) that constitute the individual tenancy occupy or are entitled to occupy the dwelling unit.

G. The transient rental occupancy of a dwelling unit, as permitted by subsection A of this section shall comply with the standards of Section 3.

H. A transient rental permit is issued to a specific owner of a dwelling unit(s). When the permit holder sells or transfers the real property, the new owner shall apply for and receive a transient rental permit before using the dwelling unit(s) for transient occupancy.

### SECTION 3: Standards.

A. The transient rental occupancy of a dwelling unit, as permitted by Section 2, shall comply with the following standards:

1. Permit.

a. Any person who is permitted to engage in the rental of a dwelling for transient occupancy, pursuant to Section 2(A)(1), shall make application to the city, upon suitable forms furnished by the city, for a revocable transient rental permit accompanied by a fee as may be established by the Common Council. The term of the permit shall be one (1) year commencing from the date of permit issuance and must be renewed annually. If complete application and applicable fee has not been received by the city within 10 days of the termination date, the transient rental occupancy of the dwelling unit(s) shall be conclusively presumed to be discontinued and the city shall commence the revocation of the permit pursuant to the procedure described in Section 4(B).

b. The city shall issue the permit where it finds the standards of subsection (A)(2) of this section are met.

2. The issuance of a transient rental permit shall be subject to the following:

a. Inspection.

i. At the time of application for a new transient rental permit pursuant to Section 3(A)(1) the dwelling unit(s) shall be subject to inspection by the building official or his designee. The purpose of the inspection is to determine the conformance of the dwelling with the requirements of Section 15-5 of the Housing Code of the City of Menasha. Prior to the issuance of the transient rental permit, the owner of the dwelling unit(s) shall make all necessary alterations to the dwelling required by the building official pursuant to the Housing Code of the City of Menasha.

b. Occupancy.

i. The maximum occupancy for the dwelling shall be two persons per bedroom and two additional persons (e.g., a two-bedroom dwelling is permitted a maximum occupancy of six persons). The maximum occupancy may be further limited by the requirements of subsection (A)(2)(e) of this section. For the purpose of establishing occupancy, a person is defined as an individual at least two years of age.

ii. The maximum occupancy on the property shall be that determined by the occupancy of the dwelling unit(s), per subsection (4)(2)(b)(i) of this section. No recreational vehicle, travel trailer, tent or other temporary shelter shall be used by any tenant on the premises for living or sleeping purposes.

iii. When an owner applies for a building permit for a dwelling that has a transient rental occupancy permit that will increase the occupancy of that dwelling unit(s), the owner will provide the city documentation that additional off-street parking as required by subsection (A)(2)(e) of this section will be provided.

c. Transient Room Tax. Compliance with the requirements for the Municipal Code, Chapter 10, Hotel and Motel Room Tax is required.

d. Local Representative.

i. The property owner shall designate a local representative who permanently resides on the premises of the transient rental.

ii. The property owner or the designated local representative shall maintain a guest and vehicle register for each tenancy of the transient rental. The register shall include the names, home addresses and phone numbers of the tenants; the vehicle license plate numbers of all vehicles used by the tenants, and the date of the rental period. The above information must be available for city inspection

upon request; failure to maintain or provide the required information constitutes a violation and is grounds for a penalty pursuant to Section 4.

iii. The local representative must be authorized by the owner of the dwelling to respond to tenant and neighborhood questions or concerns. The local representative shall serve as the initial contact person if there are questions or complaints regarding the operation of the dwelling for transient rental purposes. The local representative must respond to those complaints in a timely manner to ensure that the use of the dwelling complies with the standards for transient rental occupancy, as well as other pertinent city ordinance requirements pertaining to noise, disturbances, or nuisances, as well as state law pertaining to the consumption of alcohol, or the use of illegal drugs.

iv. If the police department is not able to contact the local representative in a timely manner more than twice during the term of the annual permit, this shall be considered a violation pursuant to Section 5 and that violation shall be counted in the number of violations assessed against the permit pursuant to Section 4.

v. The designated local representative may be changed by the permit holder from time to time throughout the term of the permit. However, to change the local representative, the permit holder must file a revised permit application that includes the name, address and telephone number of the new local representative. Failure to notify the city of a change in the local representative constitutes a violation pursuant to Section 5 and that violation shall be counted in the number of violations assessed against the permit pursuant to Section 4.

vi. The city will notify property owners and or residents within two hundred feet of the dwelling of the name, address and telephone number of the owner or the local representative. The purpose of this notification is so that adjacent property owners and residents can contact the responsible person to report and request the resolution of problems associated with the operation of the transient rental.

e. Parking. One off-street parking space shall be provided for each three persons of dwelling occupancy, as determined by subsection (A)(2)(b) of this section; fractions shall be rounded to the next highest whole number (e.g., a dwelling with a permitted occupancy of eight persons shall provide three off-street parking spaces.) Where the number of parking spaces required by this section cannot be provided on-site, the permitted occupancy of the dwelling shall be reduced to conform to the available amount of off-street parking (e.g., a dwelling with a potential occupancy, pursuant to subsection (A)(2)(b) of this section, of eight persons, which provides only two off-street parking spaces shall have its occupancy limited to six persons.) No more vehicles shall be parked on the property than there are designated off-street parking spaces.

f. Permit Posting. The transient rental permit shall be posted within the dwelling adjacent to the front door. At a minimum, the permit will contain the following information:

i. The name of the local representative and a telephone number where the representative may be reached;

ii. The name and a telephone number where the property owner can be reached;

iii. The telephone number of the Menasha Police Department;

iv. The maximum number of occupants permitted to stay in the dwelling;

v. The maximum number of vehicles allowed to be parked on the property; and

vi. The number and location of on-site parking spaces.

#### SECTION 4: Violations and Penalties.

A. The following conduct shall constitute a violation for which the penalties and sanctions specified in Section 5 may be imposed. For purposes of this section, violation shall mean a violation which has been finally adjudicated in a court of competent jurisdiction.

1. Any property owner, or person acting as an agent for the property owner, such as a motel, real estate broker or property manager, who arranges or otherwise provides for transient occupancy of a dwelling, dwelling unit in violation of the provisions of this section; or

2. The owner has failed to comply with the standards of Section 3; or

3. The owner has failed to pay the transient room tax as required by Municipal Code, Chapter 10, Hotel and Motel Room Tax; or

4. The tenants of the dwelling have created noise, disturbances, or nuisances, in violation of the city municipal code, or violations of state law pertaining to the consumption of alcohol, or the use of illegal drugs.

#### B. Penalties.

1. Penalties for violations described in subsections (A)(1) through (A)(3) of this section shall be assessed in conformance with Section 1-2 of the Menasha Code of Ordinances.

2. Each day in which a dwelling is used in violation of subsections (A)(1) and (A)(2) of this section shall be considered a separate violation of this chapter.

3. Penalties for violations described in subsection (A)(4) of this section shall be assessed in conformance with the city municipal code or applicable state statute.

4. In addition to the penalties described in subsections (B)(1) and (B)(3) of this section, the following sanctions will be imposed:

a. For the first two violations within a twenty-four-month period, the sanction shall be a warning notice.

b. For the third violation within a twenty-four-month period, the sanction shall be a suspension of the permit for thirty days.

c. For the fourth violation within a twenty-four-month period, the sanction shall be a suspension of the permit for ninety days.

d. For the fifth violation within a twenty-four-month period, the sanction shall be a suspension of the permit for one hundred eighty days.

e. For the sixth violation within a twenty-four-month period, the penalty shall be a revocation of the permit.

5. The city shall provide the permit holder with a written notice of any violation of subsection (A)(4) of this section that has occurred. If applicable, a copy of the warning notice shall be sent to the local representative.

6. Pursuant to subsections (B)(4)(b) through (d) of this section, the city shall provide the permit holder with a written notice of the permit suspension and the reason for that suspension. The permit holder may appeal the suspension to the city council by filing a letter of appeal with the city manager within twenty days after the date of the mailing of the city manager's order to suspend the permit. The city manager's suspension shall be stayed until the appeal has been determined by the city council. The city council shall conduct a hearing on the appeal within sixty days of the date of the filing of the letter of appeal. At the appeal, the permit holder may present such evidence as may be relevant. At the conclusion of the hearing, based on the evidence it has received, the council may uphold, modify, or overturn the decision of the city manager to suspend the permit based on the evidence it received.

7. Pursuant to subsections (B)(4)(e) of this section, the city shall provide the permit holder with a written notice that it intends to revoke the permit and the reasons for the revocation. The city council shall hold a hearing on the proposed revocation of the permit. At the hearing, the permit holder may present such evidence as may be relevant. . At the conclusion of the hearing, based on the evidence it has received, the council may determine not to revoke the permit, attach conditions to the permit, or revoke the permit.

8. A person who has had a transient rental occupancy permit revoked shall not be permitted to apply for transient rental occupancy permit until at least one year has lapsed since the date of revocation.

SECTION 5: This Ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

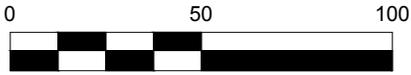
\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

# Certified Survey Map No. \_\_\_\_\_

All of Lot 53, Lot 54 and part of Outlot 12, of Lake Park Villas, all of Lot 16, Lot 17 and Outlot 4, of Replat of Lots 1, 2, 55-61, 65-69, 73, 75, 76, 78-80, 119, 120, Outlots 4-5, Outlots 8-9 and Outlot 24 of Lake Park Villas, and All of Outlot 1, Certified Survey Map 3275, and all of Outlot 3, Certified Survey Map 3277, all being part of the Northeast 1/4 of the Northeast 1/4 of Section 17, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.



North 1/4 Corner Section 17, T20N, R18E (Cut Stone Monument)  
 Northeast Corner Section 17, T20N, R18E (Aluminum Monument)

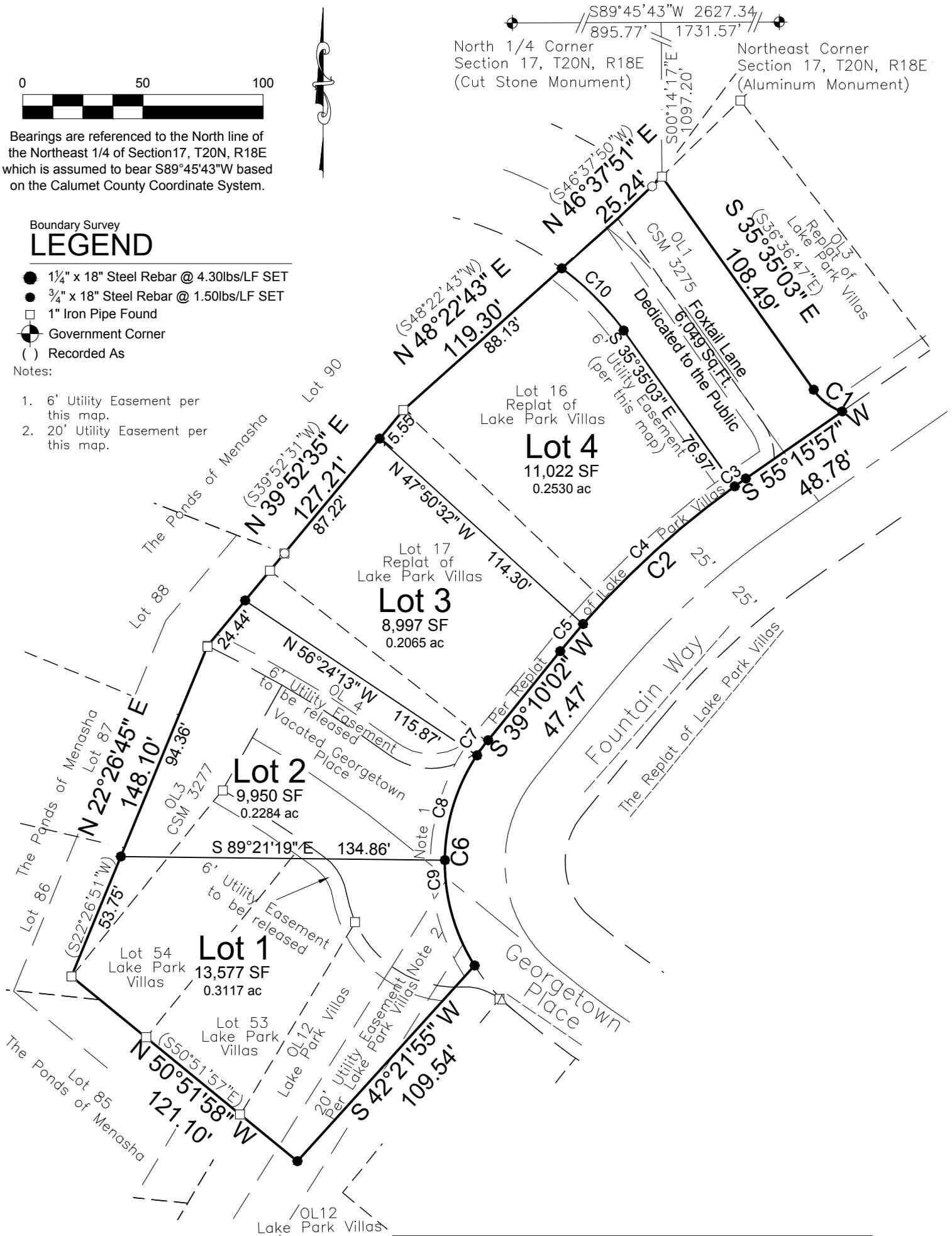
Bearings are referenced to the North line of the Northeast 1/4 of Section 17, T20N, R18E which is assumed to bear S89°45'43"W based on the Calumet County Coordinate System.

## Boundary Survey LEGEND

- 1/4" x 18" Steel Rebar @ 4.30lbs/LF SET
- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- 1" Iron Pipe Found
- Government Corner
- ( ) Recorded As

### Notes:

1. 6' Utility Easement per this map.
2. 20' Utility Easement per this map.



**Davel Engineering & Environmental, Inc.**  
 Civil Engineers and Land Surveyors  
 1811 Racine Street  
 Menasha, Wisconsin  
 Ph. 920-991-1866, Fax 920-830-9595

James R. Sehloff Registered Land Surveyor No. S-2692 Date \_\_\_\_\_

Survey for:  
 City of Menasha  
 140 Main St.  
 Menasha, WI 54952

File: 4103CSM.dwg  
 Date: 03/07/2014  
 Drafted By: tyler  
 Sheet: 1 of 3

# Certified Survey Map No. \_\_\_\_\_

All of Lot 53, Lot 54 and part of Outlot 12, of Lake Park Villas, all of Lot 16, Lot 17 and Outlot 4, of Replat of Lots 1, 2, 55-61,65-69, 73, 75, 76, 78-80, 119, 120, Outlots 4-5, Outlots 8-9 and Outlot 24 of Lake Park Villas, and All of Outlot 1, Certified Survey Map 3275, and all of Outlot 3, Certified Survey Map 3277, all being part of the Northeast 1/4 of the Northeast 1/4 of Section 17, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

## Surveyor's Certificate

I, James R. Sehloff, registered land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha and Calumet County, and under the direction of Greg Keil, the property owners of said land, I have surveyed, divided, and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is being Lot 53, Lot 54 and part of Outlot 12, of Lake Park Villas, all of Lot 16, Lot 17 and Outlot 4, of Replat of Lots 1, 2, 55-61,65-69, 73, 75, 76, 78-80, 119, 120, Outlots 4-5, Outlots 8-9 and Outlot 24 of Lake Park Villas, and All of Outlot 1, Certified Survey Map 3275, and all of Outlot 3, Certified Survey Map 3277, all being part of the Northeast 1/4 of the Northeast 1/4 of Section 17, Township 20 North, Range 18 East, City of Menasha, containing 8,501 Square Feet (0.1952 Acres) of land described as follows:

Commencing at the Northeast corner of Section 17, thence S89°45'43"W, 1731.57 feet; thence S00°14'17"E, 1097.20 feet to the point of beginning, also being the Southwest corner of Outlot 3 of Certified Survey Map Number 3275, thence, along the northerly right-of-way line of vacated Foxtail Lane, S35°35'03"E 108.49 feet; thence, 15.09 feet along an arc of a curve to the left having a radius of 25.00 feet with a chord that bears S52°53'04"E, 14.87 feet to the northerly right-of-way line of Fountain Way; thence, along said northerly right-of-way line, S55°15'57"W 48.78 feet; thence, continuing along said northerly right-of-way 105.58 feet along an arc of a curve to the left having a radius of 375.00 feet and a chord that bears S47°12'00"W 105.23 feet; thence, continuing along said northerly right-of-way line, S39°10'02"W 47.47 feet; thence, continuing along said northerly right-of-way line 99.80 feet along an arc of a curve to the left having a radius of 80.00 feet and a chord that bears S03°25'49"W 93.45 feet; thence S42°21'55"W 109.54 feet; thence N50°51'58"W 121.10 feet; thence, along the westerly line of Outlot 3 of Certified Survey Map Number 3277, N22°26'45"E 148.10 feet to the westerly line of Outlot 4 of Certified Survey Map Number 3275; thence, along an extension of said westerly line, N39°52'35"E 127.21 feet; thence N48°22'43"E 119.30 feet to the west corner of Outlot 1 of Certified Survey Map Number 3275, thence N46°37'51"E 25.24 feet to the point of beginning.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
James R. Sehloff, Wisconsin Registered Land Surveyor No. S-2692

## City of Menasha Common Council Approval Certificate

Resolved, that this certified survey map in the City of Menasha, Calumet County, The City of Menasha, the property owner, is hereby approved by the Common Council of the City of Menasha.

\_\_\_\_\_  
Mayor Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Menasha.

\_\_\_\_\_  
City Clerk Date

# Certified Survey Map No. \_\_\_\_\_

All of Lot 53, Lot 54 and part of Outlot 12, of Lake Park Villas, all of Lot 16, Lot 17 and Outlot 4, of Replat of Lots 1, 2, 55-61,65-69, 73, 75, 76, 78-80, 119, 120, Outlots 4-5, Outlots 8-9 and Outlot 24 of Lake Park Villas, and All of Outlot 1, Certified Survey Map 3275, and all of Outlot 3, Certified Survey Map 3277, all being part of the Northeast 1/4 of the Northeast 1/4 of Section 17, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

## Corporate Owner's Certificate

The City of Menasha, a corporation duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owners, do hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

IN WITNESS WHEREOF, the said City of Menasha, has caused these presents to be

signed by its authorized representatives, located at, \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto affixed

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

In the Presence of: The City of Menasha

By _____	By _____
print name _____	print name _____
Title _____	Title _____

State of Wisconsin )  
 )ss  
\_\_\_\_\_ County )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

the above named, officers of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

\_\_\_\_\_  
Notary Public, Wisconsin My commission expires: \_\_\_\_\_  
Date

## Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Menasha and Calumet County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

\_\_\_\_\_  
City Treasurer Date

\_\_\_\_\_  
County Treasurer Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:	Recording Information:	Parcel Number(s):
Lake Park Villas-Phase 2- Homeowner's Association		7-01775-25 7-01775-13 7-01755-12
The Redevelopment Authority of the City of Menasha		7-01702-17

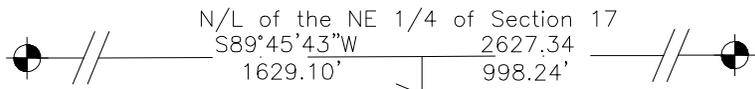
James R. Sehloff Registered Land Surveyor No. S-2692 Date

# Certified Survey Map No. \_\_\_\_\_

Part of Lot 83 and Outlot 25 of Lake Park Villas, located in the Northeast 1/4 of the Northeast 1/4 of Section 17, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

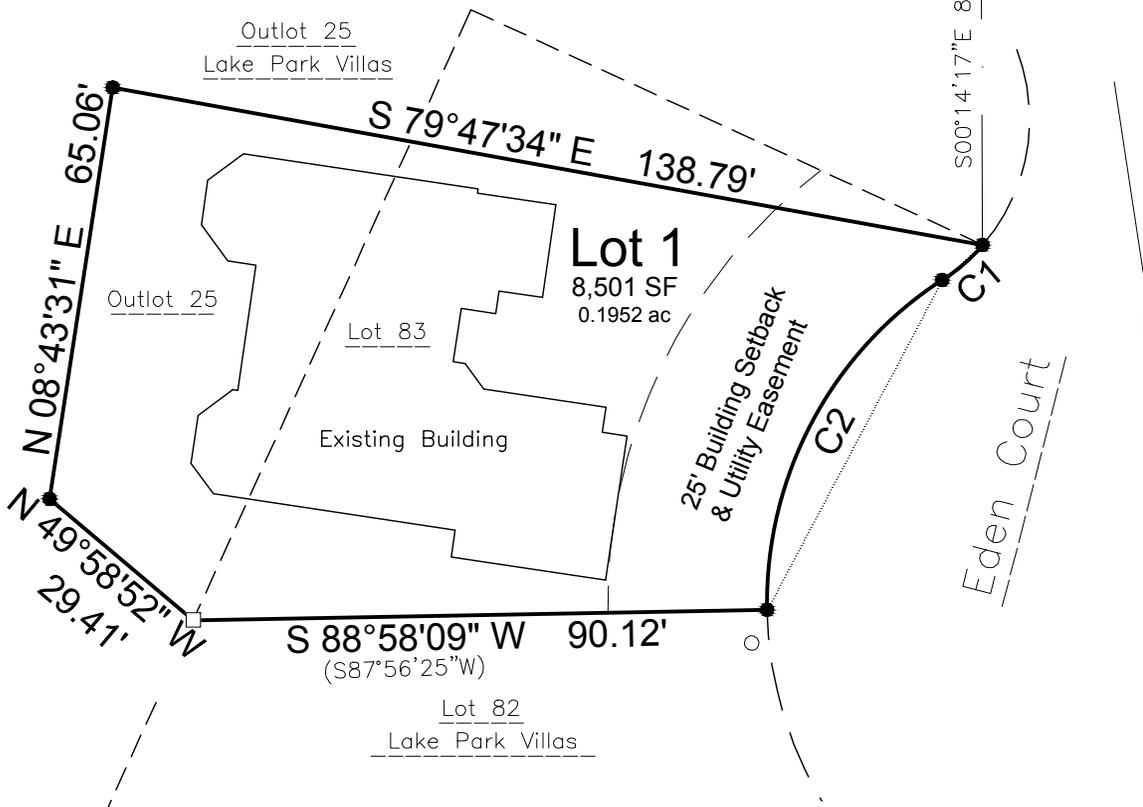
## LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- 3/4" Rebar Found
- 1" Iron Pipe Found
- ⊕ Government Corner

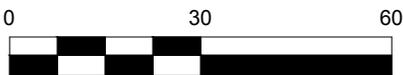


North 1/4 Corner  
Section 17, T20N, R18E  
(Cut Stone Monument)

Northeast Corner  
Section 17, T20N, R18E  
(Aluminum Monument)



CURVE TABLE						
Curve	Radius	Chord Direction	(Recorded As)	Chord Length	Arc Length	Central Angle
C1	30.00'	S 49°06'38\" W	(N48°04'50.5\"E)	8.42'	8.45'	16°07'56\"
C2	60.00'	S 28°04'36\" W	(S27°02'35\"W)	58.36'	60.95'	58°12'01\"



Bearings are referenced to the N/L of the Northeast 1/4 of Section 17, T20N, R18E, assumed to bear S89°45'43\"W based on the Calumet County Coordinate System.



**Davel Engineering & Environmental, Inc.**  
Civil Engineers and Land Surveyors  
1811 Racine Street  
Menasha, Wisconsin  
Ph. 920-991-1866, Fax 920-830-9595

James R. Sehloff Registered Land Surveyor No. S-2692 Date

Survey for:  
City of Menasha  
140 Main St.  
Menasha, WI 54952

File: 4101csm.dwg  
Date: 03/07/2014  
Drafted By: tyler  
Sheet: 1 of 3

## Certified Survey Map No. \_\_\_\_\_

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### Surveyor's Certificate

I, James R. Sehloff, registered land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha and Calumet County, and under the direction of the City of Menasha, Lake Park Villas-Phase 2-Homeowner's Association and the Peder H. Culver Revocable Trust, property owners, I have surveyed, divided, and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is being part of Lot 83 and Outlot 25, Lake Park Villas, located in Section 17, Town 20 North, Range 18 East, City of Menasha, Calumet County, containing 8,501 Square Feet (0.1952 Acres) of land described as follows:

Commencing at the Northeast corner of Section 17, thence S89°45'43"W, 998.24 feet; thence S00°14'17"E, 883.71 feet to the point of beginning, also being the Northeast corner of said Lot 83, thence 8.45 feet along an arc of a curve to the right having a radius of 30.00 feet with a chord which bears S49°06'38"W, 8.42 feet; thence 60.95 feet along an arc of a curve to the left having a radius of 60.00 feet with a chord which bears S28°04'36"W, 58.36 feet, thence along the South line of said Lot 83, S88°58'09"W 90.12 feet; thence N49°58'52"W, 29.41 feet; thence N08°43'31"E, 65.06 feet; thence S79°47'34"E, 138.79 feet to the point of beginning. Subject to all easements and restriction of record.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
James R. Sehloff, Wisconsin Registered Land Surveyor No. S-2692

### Owners' Certificate

As the representative of the Peder H. Culver Revocable Trust, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided, and mapped all as shown and represented on this map.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Representative

\_\_\_\_\_  
Print

State of Wisconsin                    )  
  )SS  
\_\_\_\_\_ County)

Personally came before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_ My Commission Expires \_\_\_\_\_  
Notary Public, Wisconsin

Certified Survey Map No. \_\_\_\_\_

Part of Lot 83 and Outlot 25 of Lake Park Villas, located in the Northeast 1/4 of the Northeast 1/4 of Section 17, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Corporate Owner's Certificate

As the representative of the Lake Park Villas-Phase 2-Homeowner's Association, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided, and mapped all as shown and represented on this map.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Representative

\_\_\_\_\_  
Print

State of Wisconsin )  
 )SS  
\_\_\_\_\_ County)

Personally came before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_ My Commission Expires \_\_\_\_\_  
Notary Public, Wisconsin

City of Menasha Common Council Approval Certificate

Resolved, that this certified survey map in the City of Menasha, Calumet County, Peder H. Culver Revocable Trust, the property owner, is hereby approved by the Common Council of the City of Menasha.

\_\_\_\_\_  
Mayor Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Menasha.

\_\_\_\_\_  
City Clerk Date

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Menasha and Calumet County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

\_\_\_\_\_  
City Treasurer Date

\_\_\_\_\_  
County Treasurer Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:	Recording Information:	Parcel Number(s):
Peder H. Culver Revocable Trust	Doc. 474716	30594
Lake Park Villas-Phase 2	Doc. 347976	7-01775-25
Homeowner's Association		

\_\_\_\_\_  
James R. Sehloff Registered Land Surveyor No. S-2692 Date

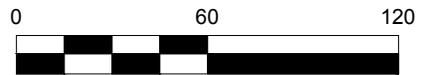
# Certified Survey Map No. \_\_\_\_\_

All of Lots 39, 40, 41, 42 and part of Lot 43 and Outlot 13 of the recorded plat of Lake Park Villas,  
being Part of the Southeast 1/4 and Southwest 1/4 of the Northeast 1/4 of  
Section 17, Township 20 North, Range 18 East,  
City of Menasha, Calumet County, Wisconsin.

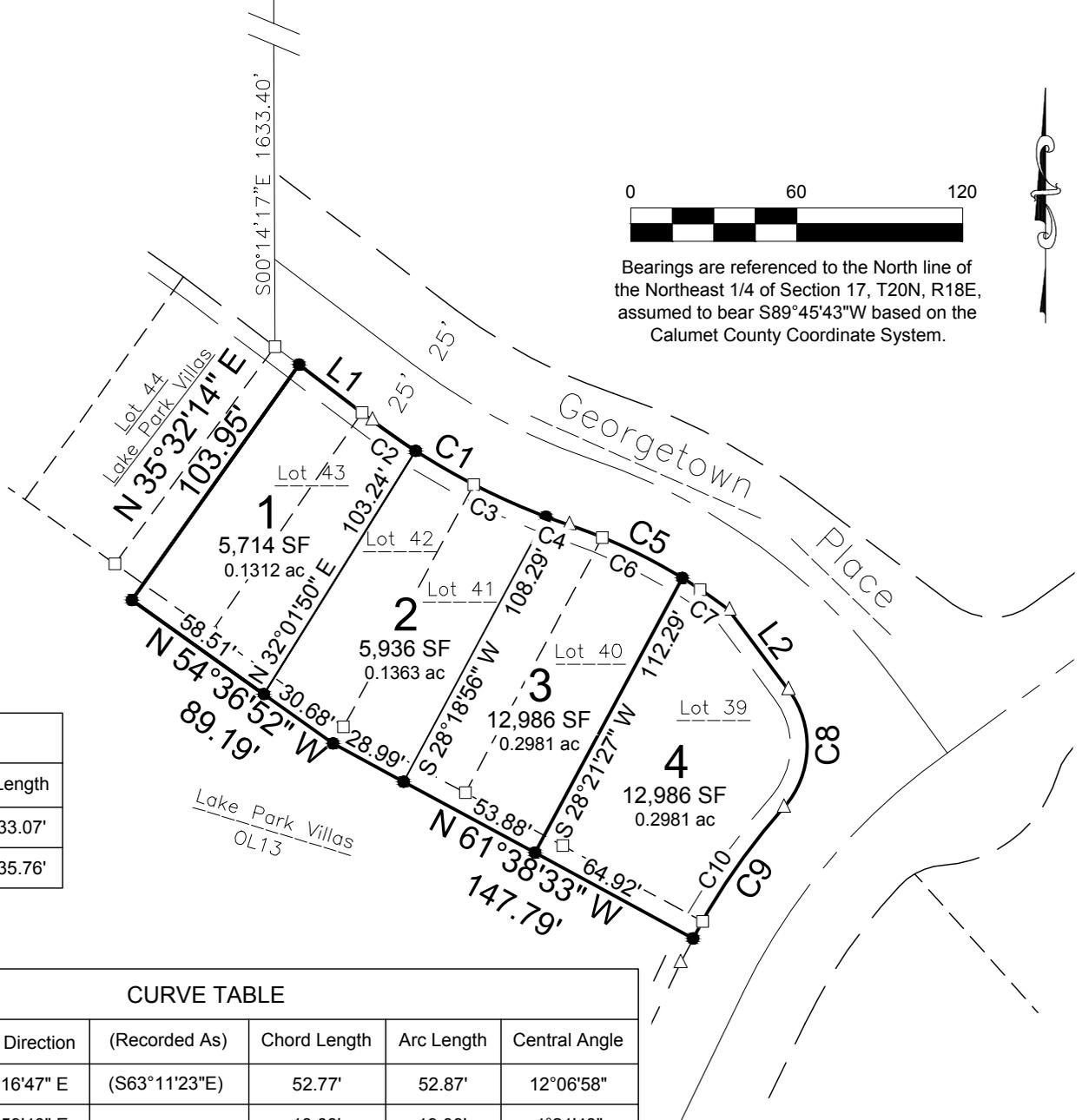
North 1/4 Corner  
Section 17, T20N, R18E  
(Cut Stone Monument)

N/L of the NE 1/4 of Section 17

Northeast Corner  
Section 17, T20N, R18E  
(Aluminum Monument)



Bearings are referenced to the North line of the Northeast 1/4 of Section 17, T20N, R18E, assumed to bear S89°45'43"W based on the Calumet County Coordinate System.



LINE TABLE		
Line	Bearing	Length
L1	S 52°51'49" E	33.07'
L2	S 36°43'53" E	35.76'

CURVE TABLE						
Curve	Radius	Chord Direction	(Recorded As)	Chord Length	Arc Length	Central Angle
C1	250.00'	S 63°16'47" E	(S63°11'23"E)	52.77'	52.87'	12°06'58"
C2	250.00'	S 54°59'40" E		19.03'	19.03'	4°21'43"
C3	250.00'	S 63°16'47" E		52.77'	52.87'	12°06'58"
C4	250.00'	S 70°23'03" E		9.13'	9.13'	2°05'35"
C5	200.00'	N 64°58'10" W	(N63°04'37"W)	45.01'	45.11'	12°55'18"
C6	200.00'	N 64°58'10" W		45.01'	45.11'	12°55'18"
C7	200.00'	N 55°33'39" W		20.57'	20.58'	5°53'44"
C8	33.50'	N 02°21'14" E	(N01°17'55"E)	42.24'	45.70'	78°09'59"
C9	250.00'	S 34°50'28" W	(S26°51'14"W)	57.45'	57.58'	13°11'45"
C10	250.00'	S 34°50'28" W		57.45'	57.58'	13°11'45"



**Davel Engineering & Environmental, Inc.**

Civil Engineers and  
Land Surveyors  
1811 Racine Street  
Menasha, Wisconsin  
Ph. 920-991-1866, Fax 920-830-9595

James R. Sehloff Registered Land Surveyor No. S-2692 Date

Survey for:  
City of Menasha  
140 Main St.  
Menasha, WI 54952

File: 4102CSM.dwg  
Date: 03/07/2014  
Drafted By: tyler  
Sheet: 1 of 3

Certified Survey Map No. \_\_\_\_\_

All of Lots 39, 40, 41, 42 and part of Lot 43 and Outlot 13 of the recorded plat of Lake Park Villas, being Part of the Southeast 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 17, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Surveyor's Certificate

I, James R. Sehloff, registered land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha and Calumet County, and under the direction of Greg Kiel, The Redevelopment Authority of the City of Menasha, the property owner of said land, I have surveyed, divided, and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is Lots 39, 40, 41, 42 and part of Lots 43 and Outlot 13, Lake Park Villas, located in Section 17, Town 20 North, Range 18 East, City of Menasha, Calumet County, containing 24,635 Square Feet (0.5655 Acres) of land described as follows:

Commencing at the Northeast corner of Section 17, thence along the North line of the Northeast 1/4 of said Section 17, S89°45'43"W 1402.13 feet; thence S00°14'17"E 1633.40 feet to the Northwest corner of Lot 43, being a point on the Southerly right of way line of Georgetown Place; thence along said Southerly right of way line, S52°51'49"E 33.07 feet; thence 52.87 feet along the arc of a curve to the left having a radius of 250.00 feet with a chord of 52.77 feet which bears S63°16'47"E; thence continuing along said Southerly right of way line, 45.11 feet along the arc of a curve to the right having a radius of 200.00 feet with a chord of 45.01 feet with bears S64°58'10"E; thence continuing along said Southerly right of way line, S36°43'53"E 35.76 feet; thence continuing along said Southerly right of way line, 45.70 feet along a curve to the right having a radius of 33.50 feet with a chord of 42.24 feet which bears S02°21'14"W to a point on the Westerly right of way of Whisper Falls Lane; thence along said Westerly line, 57.58 feet along the arc of a curve to the left having a radius of 250.00 feet with a chord of 57.45 feet which bears S34°50'28"W; thence N61°38'33"W 147.79 feet; thence N54°36'52"W 89.19 feet; thence N35°32'14"E 103.95 feet to the point of beginning, subject to all easements and restriction of record.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

James R. Sehloff, Wisconsin Registered Land Surveyor No. S-2692

Corporate Owner's Certificate

The Redevelopment Authority of the City of Menasha, a corporation duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owners, do hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

IN WITNESS WHEREOF, the said Redevelopment Authority of the City of Menasha, has caused these presents to be

signed by its authorized representatives, located at \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto affixed

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

In the Presence of: The Redevelopment Authority of the City of Menasha

By \_\_\_\_\_ By \_\_\_\_\_

print name \_\_\_\_\_ print name \_\_\_\_\_

Title \_\_\_\_\_ Title \_\_\_\_\_

State of Wisconsin )
)ss
\_\_\_\_\_ County )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

the above named, officers of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

\_\_\_\_\_  
Notary Public, Wisconsin My commission expires: \_\_\_\_\_.

## Certified Survey Map No. \_\_\_\_\_

All of Lots 39, 40, 41, 42 and part of Lot 43 and Outlot 13 of the recorded plat of Lake Park Villas,  
being Part of the Southeast 1/4 and Southwest 1/4 of the Northeast 1/4 of  
Section 17, Township 20 North, Range 18 East,  
City of Menasha, Calumet County, Wisconsin.

### City of Menasha Common Council Approval Certificate

Resolved, that this certified survey map in the City of Menasha, Calumet County, The Redevelopment Authority of the City of Menasha, the property owner, is hereby approved by the Common Council of the City of Menasha.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Menasha.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

### Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Menasha and Calumet County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

\_\_\_\_\_  
City Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Treasurer

\_\_\_\_\_  
Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:  
The Redevelopment Authority  
of the City of Menasha

Recording Information:  
Doc. 474716

Parcel Number(s):  
7-01700-39  
7-01700-40  
7-01700-41  
7-01700-42  
7-01700-43  
7-01775-13

\_\_\_\_\_  
James R. Sehloff Registered Land Surveyor No. S-2692 Date

File: 4102CSM.dwg  
Date: 03/07/2014  
Drafted By: tyler  
Sheet: 3 of 3

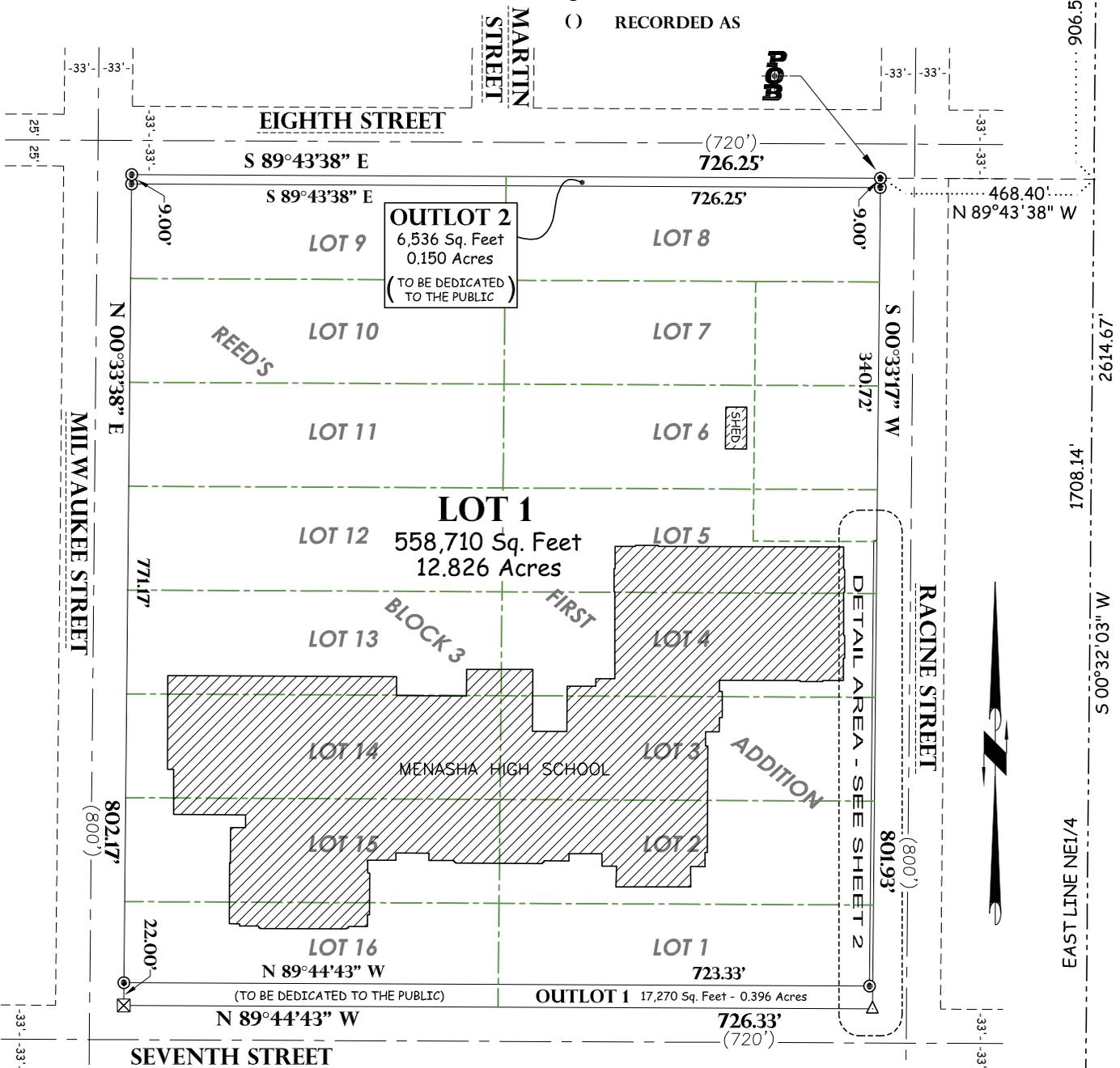
# WINNEBAGO COUNTY CERTIFIED SURVEY MAP

OF LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 AND 16 OF BLOCK 3 OF REED'S FIRST ADDITION, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND IN THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.

## LEGEND

- ⊙ 3/4" O.D. X 18" IRON BAR SET WEIGHING 1.50 LBS/LIN. FT.
- △ MAG NAIL SET
- ⊠ CHISELED "X" IN CONCRETE SET
- ⊡ CONCRETE MONUMENT FOUND
- ⊗ BERNTSEN NAIL FOUND
- ( ) RECORDED AS

NE CORNER  
SEC. 15-20-17



## BASE FOR BEARING

THE EAST LINE OF THE NORTHEAST 1/4, SEC. 15, T.20N., R.17E., WHICH BEARS S 00°32'03"W AS REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, WINNEBAGO COUNTY ZONE.

E1/4 CORNER  
SEC. 15-20-17



Land Surveying  
Civil Engineering  
Landscape Architecture  
**Donald J. Buza, RLS #2338**  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482  
715.344.9999(Ph) 715.344.9922(Fx)

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA  
AND DRAWN BY TRAVIS PLANTICO

FIELD BOOK B-29 PAGE 2

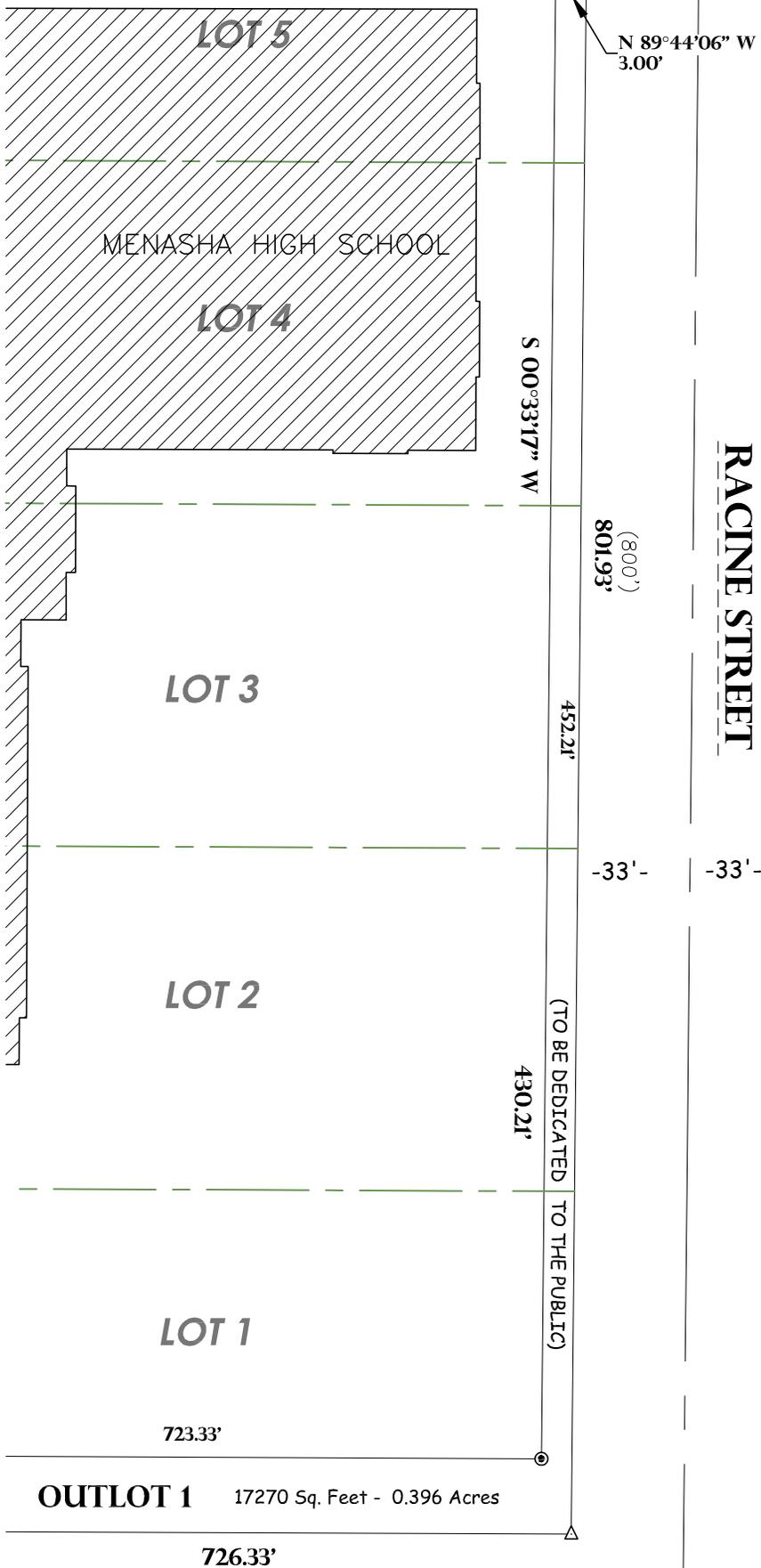
JOB # 14.714

SHEET 1 OF 4 SHEETS

# WINNEBAGO COUNTY CERTIFIED SURVEY MAP

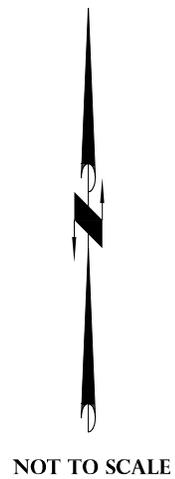
OF LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 AND 16 OF BLOCK 3 OF REED'S FIRST ADDITION, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND IN THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.

## DETAIL SHEET



### LEGEND

- ⊙ 3/4" O.D. X 18" IRON BAR SET WEIGHING 1.50 LBS/LIN. FT.
- △ MAG NAIL SET
- ⊠ CHISELED "X" IN CONCRETE SET
- ⊡ CONCRETE MONUMENT FOUND
- ⊕ BERNTSEN NAIL FOUND
- ⊕ BERNTSEN ALUM. MON. FOUND
- ( ) RECORDED AS



Land Surveying  
Civil Engineering  
Landscape Architecture  
**Donald J. Buza, RLS #2338**  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482  
715.344.9999(Ph) 715.344.9922(Fx)

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA  
AND DRAWN BY TRAVIS PLANTICO

FIELD BOOK B-29 PAGE 2  
JOB # 14.714

SHEET 2 OF 4 SHEETS

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**WINNEBAGO COUNTY CERTIFIED SURVEY MAP**

I, Donald J. Buza, Registered Land Surveyor, hereby certify:

That I have surveyed, divided and mapped all of Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 and 16 of Block 3 of Reed's First Addition, located in the Northeast ¼ of the Northeast ¼ and the Southeast ¼ of the Northeast ¼ of Section 15, Township 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin, described as follows:

Commencing at the Northeast corner of Section 15, Township 20 North, Range 17 East; thence S 00°32'03"W along the East line of the Northeast ¼ of said Section 15, 906.53 feet; thence N 89°43'38"W, 468.40 feet to the intersection of the West line of Racine Street and the South line of Eighth Street, said point also being the point of beginning (POB) of the parcel to be described; thence S 00°33'17"W along the West line of Racine Street, 801.93 feet to the North line of Seventh Street; thence N 89°44'43"W along said North line of Seventh Street, 726.33 feet to the East line of Milwaukee Street; thence N 00°33'38"E along said East line of Milwaukee Street, 802.17 feet to the South line of Eighth Street; thence S 89°43'38"E along said South line of Eighth Street, 726.25 feet to the point of beginning.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of Menasha Joint School District.

That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Subdivision Ordinances of the City of Menasha in surveying, dividing and mapping the same.

Dated this 7<sup>th</sup> day of March, 2014.

---

Donald J. Buza  
R.L.S. No. S-2338

**COMMON COUNCIL APPROVAL**

Resolved, this minor subdivision in the City of Menasha is hereby approved by the Common Council.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

Prepared by:  
Point Of Beginning, Inc.  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482

Prepared for:  
Menasha Joint School District  
328 Sixth Street  
Menasha, WI 54952

Job # 14.714

---

**WINNEBAGO COUNTY CERTIFIED SURVEY MAP**

**OWNERS CERTIFICATE OF DEDICATION**

As owner, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided, mapped and dedicated as represented on the map. I also certify that this certified survey map is required by s236.34 to be submitted to the following for approval or objections:

- 1) City of Menasha

Witness the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Brian A. Adesso, Director of Business Services  
Menasha Joint School District

STATE OF WISCONSIN)  
COUNTY OF WINNEBAGO)

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2014, the above named Brian A. Adesso, Director of Business Services for the Menasha Joint School District, to me known to be the person who executed the foregoing instrument and hereby acknowledge the same.

\_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_.

**CITY TREASURER'S CERTIFICATE**

I, being the duly elected, qualified and acting Treasurers of the City of Menasha, do hereby certify that in accordance with the records in our office, there are no unpaid taxes or unpaid special assessments on any of the land included in this certified survey map.

\_\_\_\_\_  
City Treasurer

\_\_\_\_\_  
Date

Prepared by:  
Point Of Beginning, Inc.  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482

Prepared for:  
Menasha Joint School District  
328 Sixth Street  
Menasha, WI 54952

Job # 14.714