

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**

**February 19, 2013
3:30 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the February 19, 2013 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.
- F. ACTION ITEMS
 - 1. [Certified Survey Map – Tana Lane Extended \(Woodlands Nature Park\)](#)
 - 2. [Certified Survey Map – Ahnaip Street – Menasha Shoreline Park](#)
- G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
February 19, 2013
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:38 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Schmidt and Ald. Benner.

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil

C. MINUTES TO APPROVE

1. **Minutes of the January 8, 2013 Plan Commission Meeting**

Motion by DPW Radtke, seconded by Comm. Sturm to approve the January 8, 2013 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. **Temporary Access to Woodlands Nature Park**

Commissioners discussed:

- Relative merits of access from Villa Way and Tana Lane
- Nature of near-term improvements to the park
- Status of platting and reservation of ROW for access

Consensus was to secure temporary access for equipment/vehicles from Villa Way along the ROW reservation adjacent to Lot 121 in the Ponds of Menasha plat and extending northward within the proposed future street ROW to a point north of the existing tree line in the park. It was also the consensus to seek temporary pedestrian access from Tana Lane and extending westerly within the proposed street ROW to the park. Input from the Park Board is to be sought regarding the access and the surface treatment of access ways.

2. **Amending R2A Zoning District Standards for Side Yard Setbacks**

CDD Keil stated he had received inquiry from a property owner in the Stillmeadow Subdivision regarding splitting a lot that is currently occupied by two detached condominium units. There is not sufficient side yard setback between the two structures to comply with zoning requirements if the lot was to be split. The R2A zoning standards would need to be modified to address this situation. The property owner has not made a formal request at this time and the consensus was that this matter should be set aside until the property owner is ready to proceed with a formal request.

ACTION ITEMS

1. **Modifications to Bike and Pedestrian Path Easement – Lake Park Villas Lots 3, 4, 7, 8 and Lot 9 of Certified Survey Map 3275**

CDD Keil reported that the existing gravel driveway that is planned for the base of the future paved trail lies south of the existing 15' pedestrian and bike path easement. Commissioners discussed the location of the trail and its relationships to existing and proposed bike/pedestrian corridors.

Motion by Comm. Sturm, seconded by DPW Radtke to modify the existing easement so as to include the existing driveway surface and to include (if one exists) or establish a bike pedestrian easement adjacent to the ROW on the commercial lots abutting Lake Park Road.

The motion carried

G. ADJOURNMENT

Motion by Comm. Cruickshank, seconded by DPW Radtke to adjourn at 4:40 p.m.

The motion carried.

Minutes respectfully submitted by CDD Keil.

A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, David M. Schmalz, Wisconsin Registered Land Surveyor S-1284, certify that I have surveyed, divided and mapped a part of the Southwest 1/4 of the Southeast 1/4 of Section 8, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin containing 225,556 square feet (5.178 acres) of land and described as follows:

Commencing at the Southeast corner of said Section 8; Thence S89°45'43"W, 1588.52 feet along the South line of the Southeast 1/4 to the Point of Beginning; Thence continue S89°45'43"W, 382.01 feet to the West line of the East 1/2 of the Southwest 1/4 of the Southeast 1/4; Thence N00°24'04"E, 577.37 feet along said West line; Thence S89°35'56"E, 352.97 feet; Thence S00°24'04"W, 254.83 feet; Thence S89°31'01"E, 119.33 feet to the start of a 275.00 foot radius curve to the right; Thence 90.68 feet along the arc of said curve with a chord distance of 90.27 feet which bears S13°50'35"W; Thence S23°17'22"W, 112.48 feet to the start of a 325.00 foot radius curve to the left; Thence 130.11 feet along the arc of said curve with a chord distance of 129.24 feet which bears S11°49'14"W to the Point of Beginning.

INGRESS-EGRESS DESCRIPTION TO THE CITY OF MENASHA:

A part of the Southwest 1/4 of the Southeast 1/4 of Section 8, Township 20 North, Range 18 East, City of Menasha, Winnebago County, Wisconsin containing 25,073 square feet (0.576 acres) of land and described as follows:

Commencing at the Southeast corner of said Section 8; Thence S89°45'43"W, 1538.52 feet along the South line of the Southeast 1/4 to the Point of Beginning; Thence continue S89°45'43"W, 50.00 feet along said South line to the start of a 325.00 foot radius curve to the right; Thence 130.11 feet along the arc of said curve with a chord distance of 129.24 feet which bears N11°49'14"E; Thence N23°17'22"E, 112.48 feet to the start of a 275.00 foot radius curve to the left; Thence 90.68 feet along the arc of said curve with a chord distance of 90.27 feet which bears N13°50'35"E; Thence S89°31'01"E, 50.10 feet to the start of a 325.00 foot radius curve to the right; Thence 106.18 feet along the arc of said curve with a chord distance of 105.71 feet which bears S13°09'12"W; Thence S89°31'06"E, 158.03 feet to the Southwest corner of Lot 61 Lake Park Heights; Thence S00°28'54"W, 50.00 feet to the Northwest corner of Lot 60 Lake Park Heights; Thence N89°31'06"W, 179.02 feet; Thence S23°17'22"W, 62.66 feet to the start of a 275.00 foot radius curve to the left; Thence 109.58 feet along the arc of said curve with a chord distance of 108.86 feet which bears S11°52'27"W to the Point of Beginning. Terms & conditions of this easement to be defined by a separate instrument.

I further certify that this map is a correct representation of the exterior boundary lines of the lines of the land surveyed and the division of that land, and that I have complied with Section 236.34 of the Wisconsin Statutes, the City of Menasha Subdivision Ordinances in surveying, dividing and mapping the same.

Given under my hand and seal this ____ day of _____, 20____.

David M. Schmalz, Reg. WI Land Surveyor S-1284

CURVE DATA					
CURVE	RADIUS	DELTA ANGLE	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	275.00'	18°53'34"	90.68'	90.27'	S 13°50'35" W
C2	325.00'	22°56'16"	130.11'	129.24'	S 11°49'14" W
C3	325.00'	18°43'08"	106.18'	105.71'	S 13°09'12" W
C4	275.00'	22°49'50"	109.58'	108.86'	S 11°52'27" W

A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 8, TOWNSHIP 20 NORTH,
RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

UTILITY EASEMENT PROVISIONS

An easement for electric, natural gas, and communications service is hereby granted
to

AT&T, MENASHA UTILITIES and TIME WARNER CABLE
and other utility providers Grantee

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the Certified Survey Map designated as "Utility Easement Areas" and the property designated on the Certified Survey Map for streets and alleys, whether public or private, together with the right to install service connections upon, across within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without written consent of grantees. The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

