

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**

**July 2, 2013
3:30 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the June 18, 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. None
- F. ACTION ITEMS
 - 1. [Certified Survey Map Combining Lots 6 & 7 of the J.O. Johnson Industrial Park Plat – Bud Drive](#)
- G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
June 18, 2013
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:35 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners DeCoster and Sturm and Ald. Benner

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan and CD Intern Kevin Englebert.

3:30 PM – Public Hearing regarding the proposed ordinance to reduce the minimum lot depth standard for the I-1 Heavy Industrial Zoning District

No one spoke.

C. MINUTES TO APPROVE

1. **Minutes of the May 21, 2013 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by DPW Radtke to approve the May 21, 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. **Analysis of Impacts from Reducing Minimum Lot Standard for I-1 District**

CD Intern Kevin Englebert reviewed his memorandum concerning the proposed modification of the minimum lot depth in the I-1 Industrial District from 245' to 235'. Commissioners discussed specific parcels that may be impacted and concluded there are not likely to be any adverse impacts associated with making this change.

ACTION ITEMS

1. **Proposed Ordinance Relating to Amending the Text of the Zoning Code to Reduce the Minimum Lot Depth for the I-1 Heavy Industrial District**

Motion by DPW Radtke, seconded by Comm. Cruickshank to recommend approval of the modification of the minimum lot depth in the I-1 Heavy Industrial District from 245 feet to 235 feet. The motion carried.

2. **Proposed Certified Survey Map – Brighton Drive**

PP Homan discussed the purpose for the proposed CSM, which was to increase the size of the buildable area on the lot abutting the channel to enable the construction of a garage. Lot 2 of the proposed CSM is comprised of Lot 2 and a 40'+/- strip on the west end of Lot 1 of the existing CSM #2680. Access to Lot 2 is afforded by a previously approved ingress-egress easement. Both of the lots of the proposed CSM comply with the lot width and area requirements of the R-1 Single Family Residential zoning district.

Motion by Comm. Schmidt, seconded by Comm. Cruickshank to recommend approval of the

Brighton Drive CSM. The motion carried.

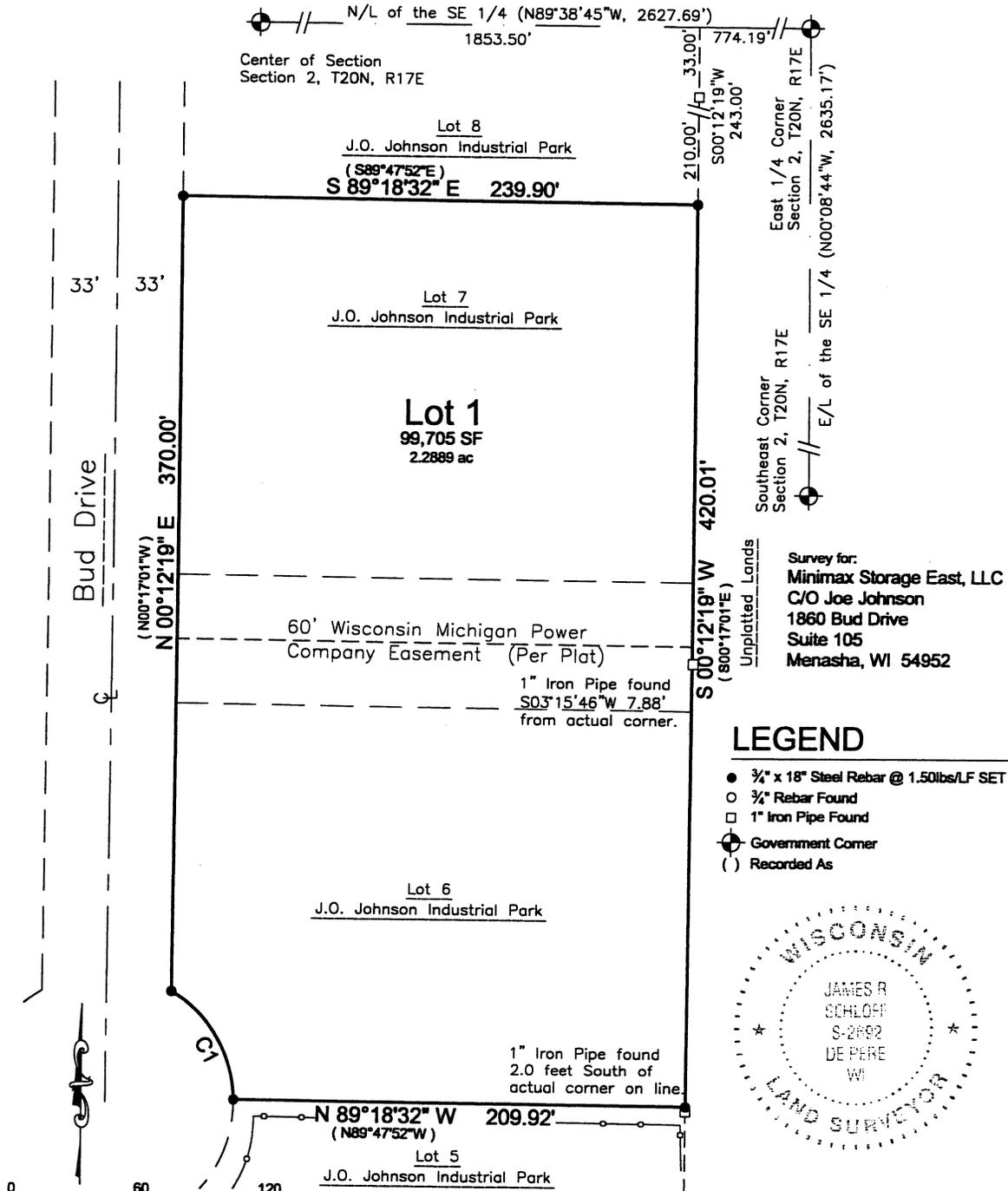
G. ADJOURNMENT

Motion by DPW Radtke, seconded by Comm. Cruickshank to adjourn at 3:55 p.m. The motion carried.

Minutes respectfully submitted by CDD Keil.

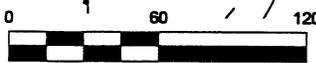
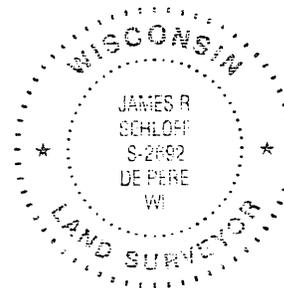
Certified Survey Map No. _____

All of Lot 6 and Lot 7 of J.O. Johnson Industrial Park, being part of the Northeast 1/4 of the Southeast 1/4 of Section 2, Township 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin.



LEGEND

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



Bearings are referenced to the E/L of the SE 1/4 of Section 2 Assumed to bear N00°08'44"E based on the Winnebago County Coordinate System

CURVE TABLE					
Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle
C1	60.00'	N 30°36'24" W	58.52'	61.13'	58°22'29"

Davel Engineering & Environmental, Inc.
Civil Engineers and Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-891-1868, Fax 920-830-9595

James R. Schloff
James R. Schloff Registered Land Surveyor No. S-2692 Date **20 MAY 2013**

File: 3993CSM.dwg
Date: 05/20/2013
Drafted By: katie
Sheet: 1 of 3

Certified Survey Map No. _____

All of Lot 6 and Lot 7 of J.O. Johnson Industrial Park, being part of the Northeast 1/4 of the Southeast 1/4 of Section 2, Township 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin.

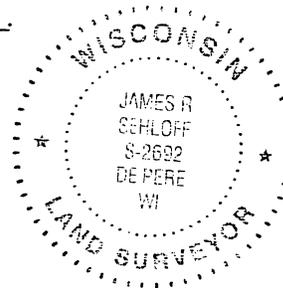
Surveyor's Certificate

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 Winnebago County, and under the direction of Minimax Storage East, LLC the property owner of said land, I have surveyed combined and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the combination of the land surveyed; and that this land is all of Lot 6 and Lot 7, J.O. Johnson Industrial Park, being part of the Northeast 1/4 of the Southeast 1/4 of Section 2, Township 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin, containing 99,705 Square Feet (2.2889 Acres) of land described as follows:

Commencing at the East 1/4 corner of Section 2; thence along the North line of the Southeast 1/4 of said Section 2, N89°38'45"W, 774.19 feet to the West line of J.O. Johnson Industrial Park; thence along said West line S00°12'19"W, 243.00 feet to the point of beginning; thence continuing along said West line, S00°12'19"W, 420.01 feet to the Northeast corner of Lot 5 of said J.O. Johnson Industrial Park; thence along the North line of said Lot 5, N89°18'32"W, 209.92 feet to the Easterly right of way of Bud Drive; thence along said Easterly right of way 61.13 feet along the arc of a curve to the left with a radius of 60.00 feet and a chord of 58.52 feet which bears N30°36'24"W; thence continuing along said Easterly right of way, N00°12'19"E, 370.00 feet to the Southwest corner of Lot 8, J.O. Johnson Industrial Park; thence along the South line of said Lot 8, S89°18'32"E, 239.90 feet to the point of beginning, subject to all easements, and restrictions of record.

Given under my hand this 20 day of MAY, 2013.


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



Owner's Certificate

Minimax Storage East, LLC, a limited liability company duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that we caused the land above described to be surveyed, combined, and mapped all as shown and represented on this map.

In the presence of: Minimax Storage East, LLC

Managing Member Date

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.

Notary Public, Wisconsin My Commission Expires _____

Certified Survey Map No. _____

All of Lot 6 and Lot 7 of J.O. Johnson Industrial Park, being part of the Northeast 1/4 of the Southeast 1/4 of Section 2, Township 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin.

Common Council Resolution

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

this _____ day of _____, 2013.

Mayor Date

Clerk Date

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Menasha and Winnebago 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.

Town 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:
Minimax Storage East, LLC

Recording Information:
Doc No. 16374336

Parcel Number(s):
704-0761-07 & 704-0761-08



James R. Sehloff
James R. Sehloff Registered Land Surveyor No. S-2692 Date 20 MAY 2013