

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**

October 20, 2009

3:30 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the September 29, 2009 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. Annual Comprehensive Plan Review – Identification of Issues/Opportunities to be Considered
- F. ACTION ITEMS
 - 1. None
- G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
September 29, 2009
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called was called to order at 3:39 p.m. by Mayor Donald Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Schmidt

OTHERS PRESENT: CDD Keil, Ken Syring

C. MINTUES TO APPROVE

1. **Minutes of the September 15, 2009 Plan Commission Meeting**

Moved by Comm. Sturm, seconded by Ald. Benner to approve the September 15, 2009 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**

G. ACTION ITEMS

1. **Extraterritorial CSM – Tayco Road and Forkin Street**

CDD Keil explained that this CSM creates the parcel for the joint City of Menasha/Town of Menasha storm water management facility. The city has a majority ownership interest in the parcel. Commissioners discussed extraterritorial plat/csm review authority and procedures and notations on the CSM relative to ownership of land and dedication of storm water management easements.

Moved by Ald. Benner, seconded by Comm. Cruickshank to recommend approval of the Extraterritorial CSM at Tayco Road and Forkin streets with the condition that the City of Menasha be added to the ownership note for Outlot 1 and to the note dedicating storm sewer and storm water easements, and that the City Attorney approve the form and content of the CSM. The motion carried.

2. **Extraterritorial Condominium Plat Review – Spring Valley Road**

CDD Keil explained that the proposed condominium plat, located in the Town of Harrison, divides an existing parcel along a common wall of an attached dwelling. There would be no discernable impact on the City of Menasha.

Moved by DWP Radtke, seconded by Ald. Benner to recommend approval of the extraterritorial condominium plat on Spring Valley Road. The motion carried.

H. ADJOURNMENT

Moved by Comm. Sturm, seconded by DPW Radtke to adjourn at 3:49 p.m.
The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director