

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**June 2, 2009**  
**MINUTES**

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**A. CALL TO ORDER**

The meeting was called was called to order at 3:38 p.m. by Mayor Donald Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Norm Sanders

OTHERS PRESENT: CDD Keil

**C. MINTUES TO APPROVE**

1. **Minutes of the May 19, 2009 Plan Commission Meeting**

Moved by Ald. Benner, seconded by Comm. Sturm to approve the May 19, 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. **Rezoning of 910 – 912 Clovis Avenue R-1 to R-2**

CDD Keil stated that he had been contacted by the real estate broker representing this property with regard to the property zoning and use. The property is zoned R-1 Single Family Residential. The housing unit was constructed as a side-by-side duplex in the mid-1960's and has been occupied as such since. The duplex can continued to be used as such, but if it is damaged beyond 50 percent of its value, or if the two family use is discontinued for a year or more, it would need to be rebuilt or reoccupied as a single family dwelling. The realtor reported that this was problematic for the lender, as the rental income is considered in the financing. CDD Keil requested input from the Plan Commissioner's on what, if any, steps should be taken to address this scenario.

Commissioners discussed the relationship of the subject property to other properties zoned or used as two family, the prevalence of this situation elsewhere in the community, the distinction between properties built as two-family structures vs. those converted fro single to two family, the possibility of applying standards to, or creating overlay districts where under or wherein such rezonings would be permissible.

This item was held pending the generation of additional information/options by staff.

**F. ACTION ITEMS**

1. **Proposed Amendment to Title 13, Article B Related to the Height, Setback and Area Exceptions**

CDD Keil stated that this amendment was proposed to limit the placement of structures in close proximity to drainageways. This item was held over from the May 19 meeting to obtain

related information from the International Building Code requirements. Ald. Benner reviewed the IBC standards as they relate to foundations and setbacks from slopes.

Commissioners discussed how these standards might be applied in specific circumstances. Following discussion, Ald. Benner made and DPW Radtke seconded a motion to recommend approval of amendments to Title 13, Article B related to height, setback and area exceptions.

The motion carried.

**G. ADJOURNMENT**

Moved by Comm. Schmidt, seconded by Ald. Benner to adjourn at 4:23 p.m.

The motion carried.

*Minutes respectfully submitted by Greg Keil, Community Development Director*