

**CITY OF MENASHA
Plan Commission
Third Floor Council Chambers
140 Main Street, Menasha**

April 7, 2009

3:30 PM

MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Norm Sanders and Dick Sturm

OTHERS PRESENT: CDD Keil and Rob Sprangers

C. MINUTES TO APPROVE

1. Minutes of the March 17, 2009 Plan Commission Meeting.
 - a. Moved by DPW Radtke, seconded by Comm. Cruickshank to approve the March 17, 2009 Plan Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. COMMUNICATIONS

1. None

F. DISCUSSION

1. Potential Rezoning of 320 Konemac Street – I-1 to C-1.
 - a. Owner is proposing to convert the portion of the building previously occupied by a beauty shop into apartments. A zoning change is required because residential use is not permitted under the I-1 zoning.
 - b. Commissioners discussed the following:
 - I. Zoning of neighboring properties.
 - II. Amount and location of on-site parking.
 - III. Access to parking areas.
 - IV. Permissibility of retaining carpentry shop/storage space.

- c. It was the consensus of the Commission that the owner should work with Community Development to prepare a concept plan for the site and bring this matter back to the Plan Commission for further review.

G. ACTION ITEMS

1. Create Ordinance for Proposing and Enacting Amendments to the City of Menasha Comprehensive Plan
 - a. This item as previously presented to the Plan Commission.
 - b. Moved by Ald. Benner, seconded by DPW Radtke to recommend approval of "An Ordinance Relating to Comprehensive Plan Amendments" with the following changes:
 - I. Establishing the month of November as the start date for initiating the annual comprehensive plan review under Section (c)(1).
 - II. Removing the word "or" at the end of Section (e)(1)(a)(i, ii, and iii) and Section (e)(z)(a)(i, ii and iii).
 - c. The motion carried.

H. ADJOURNMENT

Moved by Comm. Schmidt, seconded by Ald. Benner to adjourn at 4:32 p.m. The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director