

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
January 18, 2011
MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:43 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Commissioners Sturm, Schmidt and Homan, and Ald. Benner

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Cruickshank and DPW Radtke

OTHERS PRESENT: CDD Keil and PP Kester

C. MINTUES TO APPROVE

1. **Minutes of the January 11, 2011 Plan Commission Meeting**

Motion by Comm. Homan, seconded by Comm. Sturm to approve the January 11, 2011 Plan Commission meeting minutes with the following changes:

- The motion regarding paving of driveways and parking lots be amended to read – “Motion by DPW Radtke, seconded by Comm. Homan that an alternative ordinance be drafted requiring the paving of driveways and driveway aprons for new one and two family residential dwellings in the R-1, R-1A, R2 and R2A districts, and for the paving of driveways, driveway aprons and parking lots in the R-3, R-4, C-1, C-2, C-3, C-4, I-1, I-2 and GU Districts *and upon transfer of parcels within these districts*, except for existing one and two family residential dwellings. The motion carried.
- The utilization of “*low maintenance plant materials*” in raised medians be added to the Plan Commission’s recommendations to WisDOT regarding the USH 10 Corridor review of preliminary design alternatives

The motion carried.

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

1. No one spoke.

E. DISCUSSION

1. **Comprehensive Plan Annual Review**

Commissioners selected the following items as priorities for the 2011:

- Population and Housing
 - Develop a strategy for using TIF resources and other potential funding sources for maintaining/improving housing stock in older neighborhoods
- Transportation
 - Engage property owners along the proposed Friendship Trail extension in discussions about trail location, property acquisition – advance proposed route to DNR for appraisals/acquisition
 - Engage residents along trail segments in trail planning/development
- Agricultural, Natural, and Cultural Resources
 - Continue efforts related to planning and engineering shoreline/channel restoration at the Gilbert site
- Economic Development

- Develop and distribute materials to brokers and other parties discussing Menasha's attributes as a desirable place to live, work, visit
- Intergovernmental Cooperation
 - Continue efforts to coordinate development of a regional park in northwest Calumet County

F. ACTION ITEMS

1. Extraterritorial Plat Review – Lakeshore Manor – Town of Menasha

CDD Keil reported that the Preliminary Plat was reviewed by the Plan Commission about a year ago. Concerns were expressed about the easement for a public road in the northwest corner of the plat and the steepness of the slopes within the drainage easement in the rear yards of the lots fronting Lakeshore Drive. No action was taken at that time because the preliminary plat was held up by Winnebago County due to conflicts with its zoning ordinance. The property has since been rezoned, the access issue in the northwest corner was resolved by a driveway easement negotiated between the adjoining property owner, the city and the town, and the slopes in the rear yards were addressed through a revised grading plan.

Motion by Comm. Homan, seconded by Ald. Benner to recommend approval of the Lakeshore Manor extraterritorial plat.

The motion carried.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Homan to adjourn at 5:10 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director.