

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
February 2, 2016
MINUTES

3:30 PM – Informal Public Hearing Regarding the Proposed Special Use Permit 1435 Oneida Street – Parcel #7-00052-11

Mayor Merkes opened the public hearing at 3:35PM

No one spoke.

The hearing was closed at 3:36PM

A. CALL TO ORDER

The meeting was called to order at 3:38 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Cruickshank, Schmidt, and DeCoster.

OTHERS PRESENT: CDD Keil, AP Englebert, Dan Gueths (2035 Manitowoc Rd), and Mark Vanlandghen (1125 Warsaw St, Appleton).

C. MINUTES TO APPROVE

1. **Minutes of the January 19, 2016 Plan Commission Meeting**

Motion by Comm. Sturm, seconded by Ald. Benner to approve the January 19, 2016 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

E. CORRESPONDENCE

1. **Dan Gueths Letter Dated 12-28-2015**

Dan Gueths inquired as to the reason why his previous Special Use Permit application for automotive sales was denied. Commissioner Sturm replied that the Plan Commission denied the permit because of unfavorable outcomes associated with a Special Use Permit that permitted automotive sales on a parcel that had another primary use, similar to what was being proposed in this instance.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. **Special Use Permit Application – 1435 Oneida St – Festival Foods Business Center Sign**
AP Englebert introduced the proposed Business Center Sign for Festival Foods. He explained that in addition to municipal standards there are private easements and covenants governing the location and ownership of the proposed sign. DPW Radtke stated the sign does not pose an issue with vision clearance for vehicular traffic. Ald. Benner inquired about the height of the sign and the electrical service to the sign.

Motion by Mayor Merkes, seconded by Ald. Benner to recommend approval of the Special Use Permit for the Business Center Sign at 1435 Oneida Street with the finding that the sign will serve multiple tenants on a common development site and that the tenants on the sign be limited to those located on parcels numbered #7-00052-14, #7-00052-15, #7-00052-17. The recommendation is based on the condition that parcel #7-00052-15 will not have an additional freestanding sign on the Oneida Street frontage. The motion carried.

2. **Property Acquisition for Province Terrace Trail Extension – Petrie & Convenience Store Investments, LLC Properties, Oneida St./STH 114**

CDD Keil informed the Plan Commission that the City of Menasha has retained CORRE, Inc. to perform real estate acquisition and engineering for an extension of the Province Terrace Trail. A segment of the proposed trail is currently owned by two private entities. The consultant has completed negotiations on one parcel and is nearing completion on the second. Staff is now seeking authorization to proceed with the purchase of the properties. Motion by Ald. Benner, seconded by Comm. Sturm to recommend approval of property acquisition of the Petrie and Convenience Store Investments, Inc. parcels for the Province Terrace Trail Extension. The motion carried.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by DPW Radtke to adjourn at 4:24 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.