

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**March 8, 2016**  
**MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 3:32 PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Cruickshank and Schmidt.

OTHERS PRESENT: CDD Keil, AP Englebert, Dan Gueths (2035 Manitowoc Rd), Mitchell Bauer (Davel Engineering), and Steve Grenell (Menasha Utilities).

**C. MINUTES TO APPROVE**

1. **Minutes of the February 2, 2016 Plan Commission Meeting**

Motion by Comm. Sturm, seconded by Ald. Benner to approve the February 2, 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. None.

**F. DISCUSSION**

1. None.

**G. ACTION ITEMS**

1. **Site Plan Review – 835 W Valley Road – Alpha Prime**

AP Englebert introduced the proposed addition for Alpha Prime. The addition consists of a warehouse expansion on the western side of the building. AP Englebert stated that staff will be requiring a substitution of plants in the landscaping bed adjacent to the northern façade of the building in order to meet municipal standards.

DPW Radtke discussed the stormwater plan for the site and stated that the developers need an easement if stormwater run-off is routed onto the neighboring parcel. Motion by Comm. DeCoster, seconded by Comm. Sturm to approve the Site Plan Amendment for 835 W Valley Road with the condition that an easement is secured if stormwater run-off travels off-site.

2. **Basis of Denial of Special Use Permit – 2035 Manitowoc Road**

CDD Keil explained that at the December 22, 2015 Plan Commission meeting the Plan Commission recommended denial for a Special Use Permit for automotive sales at 2035 Manitowoc Road. Within the motion there was no rationale stated as to why the motion to recommend denial was made. Staff requested that the Commission provide a basis of denial for the Special Use Permit for automotive sales at 2035 Manitowoc Road.

Dan Gueths (2035 Manitowoc Road) maintained that the Special Use Permit for automotive sales should have been recommended for approval and that the use is a good fit for the neighborhood.

Commissioners discussed the following:

- The rationale behind the denial of the Special Use Permit for automotive sales.
- A previous ordinance change that allows for expansion of certain existing self-storage facilities that would allow for expansion on this site.
- The discussion that took place at the December 22, 2015 Plan Commission meeting regarding this item.

Motion by Mayor Merkes, seconded by Ald. Benner to provide information to the Common Council that the recommendation to deny the Special Use Permit for automotive sales at 2035 Manitowoc Road is based on the following 5 findings:

1. That expanding the commercial use of the property conflicts with the predominant residential property use in the vicinity of the site.
2. That the site plan that accompanied the Special Use Permit Application did not comprehensively address conditions on the site that are deemed to have a detrimental effect on the property including: the deteriorating condition of the building and paving, the continuance of outdoor storage on the premises, the presence of dead trees and otherwise unkempt vegetation on the south side of the property.
3. That granting the Special Use Permit would perpetuate a use deemed to be deleterious to the neighborhood.
4. That the City of Menasha changed a zoning ordinance to enable the expansion of certain existing self-storage units in order to enable the substitution of indoor storage for outdoor storage.
5. That issuing a second Special Use Permit intensifies the commercial use of the property which is deemed detrimental to the neighborhood.

Motion carried 3-0 with DPW Radtke and Comm. DeCoster abstaining.

## **H. ADJOURNMENT**

Motion by DPW Radtke, seconded by Comm. DeCoster to adjourn at 4:11 PM. The motion carried.

*Minutes respectfully submitted by AP Englebert.*