

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
February 21, 2017
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:35 PM by Alderman Benner.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Ald. Benner, EA Gordon, Commissioners Sturm and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Mayor Merkes, Commissioners Schmidt and Homan.

OTHERS PRESENT: PP Englebert, Ald. Collier, and Dave Schmalz (McMahon).

C. MINUTES TO APPROVE

1. **Minutes of the February 7, 2017 Plan Commission Meeting**

Motion by Comm. Sturm, seconded by Comm. Cruickshank, to approve the February 7, 2017 Plan Commission meeting minutes as presented. The motion carried.

2. **Minutes of the February 14, 2017 Joint Park Board and Plan Commission Meeting**

Motion by Comm. Sturm, seconded by EA Gordon, to approve the February 14, 2017 Joint Park Board and Plan Commission meeting minutes as presented. The motion carried.

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

1. No one spoke.

E. COMMUNICATION

1. None.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. **Certified Survey Map – 1116 Lake Park Road – Lot Division**

PP Englebert introduced the proposed CSM for 1116 Lake Park Road. The property is currently a 1.31 acre lot and contains one single family home. The owner wishes to split the land into three lots. All proposed lots meet code standards for lot size and width regulations in the R-1 District. PP Englebert explained that under an existing agreement with Calumet County, the City of Menasha has authority to grant driveway access on Lake Park Road.

Commissioners discussed the Certified Survey Map and impacts of the planned reconstruction of Lake Park Road on the proposal.

Motion by EA Gordon, seconded by Comm. Sturm, to recommend approval of the Certified Survey Map – 1116 Lake Park Road. The motion carried.

H. ADJOURNMENT

Motion by Comm. Cruickshank, seconded by Comm. Sturm, to adjourn at 3:45 PM. The motion carried.

Minutes respectfully submitted by PP Englebert.