

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**May 16, 2017**  
**MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 3:33 PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Zelinski, Commissioners Sturm, Homan and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: EA Gordon and Commissioner Schmidt.

OTHERS PRESENT: CDD Buck, PP Englebert, Ald. Collier (708 Appleton Street), Eric Jacobson (1486 Earl Street), and Allan Birschbach (1486 Earl Street).

**C. MINUTES TO APPROVE**

1. **Minutes of the April 25, 2017 Plan Commission Meeting**

Motion by Comm. Cruickshank, seconded by Comm. Sturm, to approve the April 25, 2017 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. **Preliminary Site Plan – 1486 Earl Street**

CDD Buck introduced a preliminary site plan concept for 1486 Earl Street. Eric Jacobson is hoping to purchase the property, which formerly housed Earl Litho Printing Company. Mr. Jacobson is seeking to remodel the building, install site improvements, and create a business incubator in the vacant building. Mr. Jacobson may also build warehouse units in the future on the southern portion of the site. At this time, Mr. Jacobson is seeking input from the Plan Commission regarding his proposal before he moves forward with more technical aspects of the project such as stormwater, landscaping, lighting, etc.

The property at 1486 Earl Street is located in the I-1 Heavy Industrial District. Mr. Jacobson informed the commission that he does not know the exact uses that may occupy the building but the uses would likely be comprised of small industrial tenants and contractors. Regulations in the I-1 District require a conditional site plan approval for the range of uses which Mr. Jacobson is requesting approval. Future storage units are permitted in the I-1 Heavy Industrial District by right and would only require site plan approval. Allan Birschbach, the architect representing Mr. Jacobson, explained to the commission that the design of the renovated building would create units of varying size and provide each unit an increased amount of natural light. One prospective tenant is a granite supply company. The company is intending on using portions of the site for outdoor display of their merchandise.

Commissioners discussed the proposal and various site elements. They also discussed outdoor

granite display and the potential to mitigate the display area. Comm. Cruickshank asked if the outdoor display would be *visible* from 441. Mr. Jacobson responded that it would likely be visible from the Midway Road off-ramp. Commissioners were supportive of the proposal and encouraged Mr. Jacobson to move forward with project planning. No action was taken.

## **H. ADJOURNMENT**

Motion by Comm. Homan, seconded by Ald. Zelinski, to adjourn at 3:58PM. The motion carried.

*Minutes respectfully submitted by PP Englebert.*