

CITY OF MENASHA
Plan Commission
Menasha City Center, Room 133 – 100 Main Street
November 6, 2018
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:31 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Alderperson Tom Grade , and Commissioners Sturm and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: DPW Radomski, Alderperson Nichols, and Commissioners Benner and Homan.

OTHERS PRESENT: CDD Schroeder, AP Stephenson, Scott Ozark (Owner of 638 Third Street), Sandra Dabill-Taylor (545 Broad Street), and Pierce Smith (Menasha Corp).

C. PUBLIC HEARING

1. Proposed Rezoning – 816 Appleton Street – Parcel # 1-00724-00

AP Stephenson informed the Plan Commission that the request for rezoning at 816 Appleton Street had been withdrawn by the owner of the property.

2. Proposed Rezoning – 638 Third Street – Parcel # 4-00114-00

AP Stephenson gave a brief background for the rezoning of 638 Third Street. The applicant is proposing to rezone 638 Third Street from Single Family Residence District (R-1) to Two-Family Residence District (R-2).The neighborhood is a mixed use area. Commercial, industrial, single family, and multifamily uses all exist. The proposed rezoning will not create any conflict with adjacent land use would create a transitional buffer between the commercial and single family portions of the neighborhood. The comprehensive plan calls for a more commercial use but the lot's dimensions prevent it from ever being zoned commercial as per the zoning code.

Staff recommends approval of the rezoning of 638 Third Street from Single Family Residence District to Two-Family Residence District.

Sandra Dabill-Taylor, 545 Broad Street – opposed the rezoning because she felt that the area should be a welcoming commercial district that would act as a gate way to the City of Menasha. She also felt that the ratio of tenant to owner occupied units was not optimal and that allowing a two-family zoning was setting us back.

Scott Ozark, 390 Park Street – Scott Ozark is the owner of 638 Third Street and the Third Street Dinner. He told the commission that he looked at building a commercial space but he could not get a layout to work because of the site dimensions. He is willing to work with staff to help develop the lot.

Discussion was had about the possibility of combining 638 Third Street with Third Street Dinner. Combining these lots would allow for a larger commercial development.

Scott Ozark, 390 Park Street – was receptive to the idea of combining the three lots and will meet with staff to further explore this idea.

3. Proposed Rezoning – 455 and 435 Baldwin Street and 981 Plank – Parcel #5-00497-00, 5-00498-00, and 5-00500-00

AP Stephenson gave a brief background on the proposed rezoning. The City of Menasha has been petitioned by the Public Works Department to rezone three parcels collective known as the Public Works Facility from Heavy Industrial District (I-1) to Government Use (GU). The parcels are located on the south east side of Menasha at 455 Baldwin Street, 435 Baldwin Street, and 981 Plank Road. The City of Menasha has been planning for a new Public Works Facility for the better part of a decade. The proposed rezoning has been brought to Plan Commission in order to prepare the site for the new facility. The City's Comprehensive Plan calls for the Public Works Facility to be zoned GU Government Use.

Staff recommends the approval of the rezoning of the site collectively known as "Public Works Facility" from Heavy Industrial District (I-1) to Government Use (GU).

Sandra Dabill-Taylor, 545 Broad Street – supported the rezoning of the public works facility.

D. MINUTES TO APPROVE

1. Minutes of October 2, 2018 Plan Commission Meeting

A motion was made by Comm. Cruickshank, seconded by Ald. Grade, to approve the October 2, 2018 Plan Commission meeting minutes. The motion carried.

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

Five (5) minute time limit for each person

Public comments were taken throughout the entire meeting.

F. DISCUSSION / ACTION ITEMS

1. Rezone 816 Appleton – Parcel 1-00724-00

The application for rezoning was withdrawn by the owner of 816 Appleton Street. No action was taken.

2. Rezone 638 Third Street – Parcel 4-0114-00

Item Number F-2 was moved to the second action item at 4:17 PM.

The commission discussed the proposed rezoning with the following items of discussion:

- The rental rate in the City of Menasha
- The comprehensive plan
- Future housing opportunities within the City of Menasha
- Commercial districts within the City

Comm. Sturm urged the Planning Commission to think about the future direction of the City of Menasha. Menasha has an elevated rental rate and the City got into this situation one rezoning at a time. It is going to take us one rezoning at a time to get out of our current situation.

The Planning Commission agreed with Comm. Sturm and felt a two-family unit was not the best use for the site. The Planning Commission envisions a commercial or mixed use development at 638 Thirds Street. Discussion was had about the possibility of combining 638 Third Street with Third Street Dinner Property. Combining these lots would allow for a larger commercial development.

Mayor Merkes addressed Scott Ozark and inquired if he could work with staff to come back to Planning Commission with a different proposal.

Scott Ozark informed the Planning Commission that he was open to meeting with staff and coming forward with another plan.

Ald. Grade made a motion to table the rezoning request for 638 Third Street. The motion was seconded by Comm. Cruickshank. The motion carried.

3. Rezone 455 and 435 Baldwin Street and 981 Plank Road – Parcel #5-00497-00, 5-00498-00 and 5-00500-00)

The Planning Commission had a general consensus that the rezoning of the Public Works Facility was in the best interest of the City of Menasha.

A motion was made by Ald. Grade to approve the rezoning for 455 Baldwin Street, 435 Baldwin Street and 981 Plank Road from Heavy Industrial District (I-1) to Government Use District (GU). The motion was seconded by Comm. Sturm. The motion carried.

4. Menasha Corporation Land Donation

Item F-4 was moved to the top of the action items list at 4:08 PM.

CDD Schroeder gave a brief background on item F-4. Menasha Corporation is proposing to donate all of parcels 3-00892-00 and 3-00890-00 to the City of Menasha. The land is located near the Menasha Locks on the isthmus between Lake Butte des Morts and the Government Canal. Menasha Corporation is a proud supporter of the City of Menasha and feels that the City can best use the land as part of the Loop the Lake Trail system.

Comm. Sturm made a motion to accept the land donation of parcels 3-00892-00 and 3-00890-00 from Menasha Corporation. The motion was seconded by Ald. Grade. The motion carried.

G. COMMUNICATION

1. Set Next Meeting

The next meeting was set for Tuesday, December 4, 2018 at 3:30 PM.

H. ADJOURNMENT

A motion was made by Ald. Grade, seconded by Comm. Sturm, to adjourn the meeting at 4:29 PM. The motion carried.

Minutes respectfully submitted by AP Stephenson