

CITY OF MENASHA
Plan Commission
Menasha Public Library, Company E Room – 440 First Street, Menasha
August 7, 2018
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Grade (Alternate), Commissioners Homan, Cruickshank and Sturm.

PLAN COMMISSION MEMBERS EXCUSED: DPW Radomski, Ald. Nichols, and Comm. Benner.

OTHERS PRESENT: CDD Schroeder, AP Stephenson, Adam Heindel (Vision Architecture), Dave Schmalz (McMahon Associates), Mark and Joan Michel (433 Ahnaip), EST Corey Gordon, and Johnny Simpson (Prime Space).

C. PUBLIC HEARING

- 1. Informal Public Hearing Regarding the Proposed Rezoning of 400 Ahnaip Street (Parcel #3-00527-02), 430 Ahnaip Street (Parcel #3-00527-03), Ahnaip Street (Parcel #3-00527-04, Ahnaip Street (Parcel #3-00527-05), 460 Ahnaip Street (Parcel #3-00548-00), Ahnaip Street (Parcel #3-00548-01), Ahnaip Street (Parcel #3-00550-00), Ahnaip Street (Parcel #3-00545-00), and Racine Street (Parcel #3-00546-00).**

Public hearing was opened and closed at 3:38 PM with no public comments being made.

D. MINUTES TO APPROVE

- 1. Minutes of July 30, 2018 Plan Commission Meeting**

Motion by Comm. Cruickshank, seconded by Ald. Grade, to approve the Special July 30, 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

No public comments.

F. DISCUSSION / ACTION ITEMS

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

AP Stephenson gave a brief background of the site and a description of the lot consolidation. George Hansel requests approval of Certified Survey Map (CSM) that would combine three parcels into one large parcel. In February, 2017 Plan Commission approved a lot division at 1116 Lake Park Rd; which split one parcel into three smaller parcels. George Hansel's new request will affectively return the lots to their pre-2017 configuration. The size, setbacks, and dimension requirements would meet city standards for the R-1 Single Family Residence District. Furthermore, the proposed CSM will not create any zoning nonconformities.

Discussion ensued by the Commission discussing the desire of these single family lots and the process should Mr. Hansel request to detach any newly created lot from the City.

Dave Schmalz (McMahon Associates) representing the Applicant noted that these lots were not being split to detach from the City but rather that they were not desirable at their current configurations and may be requested to be split again in the future.

Mayor Merkes made a motion to approve the lot consolidation as presented. The motion was seconded by Ald. Grade. The motion carried 4 -1 (Comm. Sturm voting no).

2. Certified Survey Map – Lot Line Adjustment – 2157 Deer Haven Drive

The Applicant pulled this item from the agenda – no action was taken.

3. Site Plan – 1680 Appleton Road – Prime Space, LLC

AP Stephenson gave a brief background on the new building being constructed at 1680 Appleton Road. Prime Space LLC is proposing to raze the existing Gardenvue restaurant and construct a new 5,860 sf three tenant building with a primary use of retail and restaurant. The use and dimensions of this building are in conformance with the City's C-1 General Commercial District. The site plan calls for a combined brick and recycled material to meet the City's 75% façade requirement considering the porcelain tile and composite siding as innovative materials per Section 13-1-12(f)(8). In addition AP Stephenson indicated that the perimeter landscaping in the front yard needed additional canopy trees as well as the lighting in the rear yard needed to meet code.

Staff recommended approval of the site plan as presented for 1680 Appleton Road, with the following conditions:

1. Prior to the issuance of building permits, a storm water and site improvement agreement must be recorded for the proposed development.
2. An additional 2 canopy trees and 14 shrubs be added to the perimeter of the lot abutting Appleton Road.
3. Light levels at the property line must be under 0.5 foot candles.

The Commission ensued in discussion regarding the overall site and project.

Comm. Homan made a motion to approve the site plan as presented and recommended for 1680 Appleton Road with the following conditions:

1. Prior to the issuance of building permits, a storm water and site improvement agreement must be recorded for the proposed development.
 2. An additional 2 canopy trees and 14 shrubs be added to the perimeter of the lot abutting Appleton Road.
 3. Light levels at the property line must be under 0.5 foot candles.
 4. Per Section 13-1-12(f)(8) the recycled materials are acceptable alternative building materials
- The motion was seconded by Comm. Cruickshank. The motion carried.

4. Rezoning 400 Ahnaip Street (Parcel #3-00527-02), 430 Ahnaip Street (Parcel #3-00527-03), Ahnaip Street (Parcel #3-00527-04), Ahnaip Street (Parcel #3-00527-05), 460 Ahnaip Street (Parcel #3-00548-00), Ahnaip Street (Parcel #3-00548-01), Ahnaip Street (Parcel #3-00550-00), Ahnaip Street (Parcel #3-00545-00), and Racine Street (Parcel #3-00546-00)

CDD Schroeder explained that in reviewing the Comprehensive Plan, the Downtown Vision Plan and analyzing the steps already taken, it is clear that the City of Menasha needs to take certain steps to protect its future interests and overall general welfare of the community. Before the Plan Commission is a request to rezone nine properties primarily from I-2 General Industrial to C-2 Central Business District. The C-2 zoning district best aligns with the visions laid out in the City's Planning documents and described through public input. In addition on July 10, 2018 the RDA motioned to recommend the Plan Commission accept the rezoning the newly acquired Banta Properties to C-2 Central Business District.

Plan Commission was in general agreeance with the rezoning of the nice aforementioned properties.

Acknowledging the conformance to the Comprehensive Plan and Downtown Vision Plan, Comm. Homan made a motion to approve rezoning as recommended by staff and direct staff to draft an Ordinance recommending the following:

1. Amend Title 13 and the Zoning District of the following properties from I-2 General Industrial District to C-2 Central Business District: 400 Ahnaip Street (Parcel #3-00527-02); 430 Ahnaip Street (Parcel #3-00527-03); Ahnaip Street (Parcel #3-00527-04); Ahnaip Street (Parcel #3-00527-05); 460 Ahnaip Street (Parcel #3-00548-00); Ahnaip Street (Parcel #3-00548-01);and Ahnaip Street (Parcel #3-00550-00).
2. Amend Title 13 and the Zoning District of the following properties from R-1 Single Family Residential District to C-2 Central Business District: Ahnaip Street (Parcel #3-00545-00) and Racine Street (Parcel #3-00546-00).

The motion was seconded by Ald. Grade. The motion carried.

G. COMMUNICATION

1. Set Next Meeting

Next meeting was set for Tuesday, September 11, 2018 at 3:30 PM.

H. ADJOURNMENT

Motion made by Comm. Cruickshank to adjourn the meeting at 4:05 PM. Motion was seconded by Ald. Grade. The motion carried.

Minutes respectfully submitted by AP Stephenson