

**CITY OF MENASHA**  
**Plan Commission**  
**Menasha City Center, Room 132 – 100 Main Street**  
**April 2, 2019**  
**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, Alderperson Rebecca Nichols, DPW Radomski, and Commissioners Homan, Cruickshank, Benner and Sturm.

PLAN COMMISSION MEMBERS EXCUSED:

OTHERS PRESENT: CDD Schroeder, AP Stephenson, Alderperson Tom Grade (District 6), Chris Coakley (CCoakley Relocation Systems), Mark Koth (CCoakley Relocation Systems), Nick Stehovsky (CCoakley Relocation Systems), Debbie Cottrell (CCoakley Relocation Systems), Tom Sewall (CCoakley Relocation Systems), Kyle Collett (Sonoco), Jeff Schramm (CCoakley Relocation Systems), Alderperson Randy Ropella (District 8), Alderperson Stan Sevenich (District 3), Sandra Dabill-Taylor (545 Broad Street), and Alderperson James Taylor (District 2).

**C. PUBLIC HEARING**

**D. MINUTES TO APPROVE**

**1. Minutes of March 19, 2019 Plan Commission Meeting**

Comm. Sturm made a motion to approve the minutes of the March 19, 2019 Plan Commission Meeting. Comm. Cruickshank seconded the motion. The motion carried.

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

**Five (5) minute time limit for each person**

Kyle Collett (Sonoco): Informed the commission that he had an easement agreement that granted 354 Ahnaip Street road access through 161 Washington Street. He would like clarification if the rezoning would affect that existing easement.

Sandra Dabill-Taylor (545 Broad Street): Spoke in favor of the rezoning. She spoke about the nature of manufacturing and outdoor storage in Menasha. Sandra also informed the commissioners that she is against changing any of our sign ordinances.

Alderman Sevenich (District 3): Addressed the commission on the following topics:

- The proposed rezoning.
- Mobile storage in Menasha.
- Gateways in Menasha.

Mark Koth (CCoakley Relocation Systems): Spoke against the rezoning of 161 Washington Street.

Jeff Schramm (CCoakley Relocation Systems): Spoke against the rezoning of 161 Washington Street.

Alderperson James Taylor (District 2): Spoke about the following topics:

- The condition of the building at 160 Washington Street.
- The history of semi parking at 161 Washington Street.
- Landscaping within 161 Washington Street.
- Gateways into Menasha.

Chris Coakley (CCoakley Relocation Systems): Spoke against the rezoning at 161 Washington Street and the following topics:

- Semi parking at 161 Washington Street.
- The existing business at 160 Washington Street.
- His business model.

Nick Stehovsky (CCoakley Relocation Systems): Spoke against the rezoning of 161 Washington Street.

## F. DISCUSSION / ACTION ITEMS

### 1. Rezoning of 332 Ahnaip Street (Parcel #3-00523-00), 328 Nicolet Boulevard (Parcel #3-00525-00), and 161 Washington Street (Parcel #3-00527-00) From I-2 General Industrial District to C-1 General Commercial District

CDD Schroeder gave an update on the rezoning and how it affects the existing business. CDD Schroeder discussed the following topics:

- Menasha's mobile storage ordinance.
- I-2 zoning district.
- C-1 zoning district.
- What legal nonconforming status is.
- How a legal nonconforming can be expanded via special use permit.

The Plan Commission entered into a conversation with the following topics being discussed:

- Uses allowed within I-2 and C-1 zonings.
- The comprehensive plan.
- The downtown vision plan.
- The role of the Plan Commission in planning.

A motion from the previous meeting on March 5, 2019 was still on the table.

The motion was made by Comm. Homan to approve the rezoning, amending Title 13 and the Zoning District of the following properties from I-2 General Industrial District to C-1 General Commercial District: 332 Ahnaip Street (Parcel #3-00523-00), 328 Nicolet Boulevard (Parcel #3-00525-00), and 161 Washington Street (Parcel #3-00527-00) and find the rezoning consistent with the City of Menasha's Downtown Vision Plan and Comprehensive Plan. The motion was seconded by Alderperson Nichols.

The motion was voted on. The motion carried.

### 2. Electronic Message Center Draft Ordinance Revisions

AP Stephenson gave an update on the Electronic Message Center (EMC) Draft Ordinance. AP Stephenson discussed the following:

- Allowing institutional uses to have EMCs.
- Allowing existing legal non-conforming signs to have EMCs.
- Increasing the time an EMC displays an image.
- Allowing multi-color EMC signs.

The Plan commission entered into a conversation and discussed the following:

- The effect of EMCs on neighboring residents.
- Sign ordinances in neighboring communities.
- Animation of signs.
- Recent board of appeals applicants.

The Plan Commission took no action.

## **G. COMMUNICATION**

### **1. Set Next Meeting**

The next Plan Commission meeting was set for May 7, 2019 at 3:30 PM.

## **H. ADJOURNMENT**

DPW Radomski made a motion to adjourn the meeting at 5:08 PM. The motion was seconded by Comm. Benner. The motion carried.

*Minutes respectfully submitted by AP Stephenson.*