

CITY OF MENASHA
Plan Commission
Menasha City Center, Room 133 – 100 Main Street
May 7, 2019
MINUTES

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, CDC Heim, Alderperson Tom Grade (District 6) and Sandra Dabill-Taylor (545 Broad Street).

C. PUBLIC HEARING

1. Text Amendment to Title 13, Article F Sec. 13-1-67 (d) Pertaining to Electronic Messaging Centers (EMC)

At the April 2, 2019 Plan Commission Meeting staff presented a draft ordinance update for Title 13, Article F, and Section 13-1-67 (d) Electronic Message Centers. The Plan Commission reviewed and discussed the draft ordinance amendment. Since then staff has put together a Text Amendment for the aforementioned section. The ordinance amendment, if approved, would update three items:

1. Allow institutional uses with residential districts to put electronic messaging centers on a monument sign via special use permit.
2. Increase the amount of time a slide is static to three seconds and define the amount of time a transition can take place to be one second.
3. Allow multi-color electronic messaging centers.

These changes would still protect residential and downtown districts, while also adapting our code to new technologies.

No one from the gallery spoke. Mayor Merkes closed the public hearing at 3:34 PM.

D. MINUTES TO APPROVE

1. Minutes of April 2, 2019 Plan Commission Meeting

DPW Radomski made a motion to approve the minutes of the April 2, 2019 Plan Commission Meeting. Comm. Benner 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

There were no public comments..

F. DISCUSSION / ACTION ITEMS

1. Election of Vice-Chairperson

DPW Radomski nominated Ald. Nichols for Vice-Chairperson of the Plan Commission.

Comm. Sturm nominated DPW Radomski for Vice-Chairperson of the Plan Commission.

A voice vote was taken. Ald. Nichols and Comm. Sturm voted for DPW Radomski. Comm. Benner, DPW Radomski, Comm. Cruickshank, and Mayor Merkes voted for Ald. Nichols. Ald. Nichols was elected Vice-Chairperson of the Plan Commission 4-2.

2. Certified Survey Map – 2051 Manitowoc Road

AP Stephenson gave an update on the Certified Survey map for 2051 Manitowoc Road.

DPW Radomski made a motion to approve the Certified Survey Map as proposed adjusting the lot line of 2051 Manitowoc Road and 2059 Manitowoc Road (#7-00010-00 and #7-00014-0). The motion was seconded by Comm. Benner. The motion carried.

3. Certified Survey Map – Province Terrace

AP Stephenson gave an update on the Certified Survey map for Province Terrace.

DPW Radomski made a motion to approve the Certified Survey Map as proposed adjusting the lot line of 1173 Province Terrace and Province Terrace Out Lot 1 (#7-00001-10 and #7-00001-19). The motion was seconded by Comm. Homan. The motion carried.

4. Landscape Plan – Menasha Utilities – 745 Second Street

AP Stephenson gave an update on the landscape plan for 745 Second Street.

Comm. Sturm made a motion to approve the landscape plan as presented for 745 Second Street (#5-00159-00), with the following conditions:

1. An exception is made for the east side of the generator allowing reduced screening.
2. The landscaping shall be planted no later than 12 months from date of approval.

The motion was seconded by Comm. Homan. The motion carried.

5. Text Amendment to Title 13, Article F Sec. 13-1-67 (d) Pertaining to Electronic Messaging Centers (EMC)

AP Stephenson gave an update on the Text Amendment to electronic messaging centers.

The Commission entered into a discussion with the following items being discussed:

- Effect of EMCs on residential properties.
- Which residents are notified of new EMCs signs in their neighborhood.
- How residents are notified of new EMCs in their neighborhood.
- Special Use Permit process.
- Interior illumination of signs.
- What other communities do with EMCs.

Comm. Homan made a motion to approve the ordinance as presented by staff. The motion was seconded by DPW Radomski.

Mayor Merkes made a motion to amend the motion and strike “containing commercial messages” from line 7 proposed line 8. The motion was seconded by DPW Radomski. The motion carried.

Ald. Nichols made a motion to amend the motion and add to line one that all EMCs within 300 feet of a residential district be turned off between the hours of 9:00 PM and 6:00 AM. The motion was seconded by DPW Radomski. The motion carried.

The original motion with the two amendments was voted on. The motion carried 6-1 with Comm. Homan voting no.

G. COMMUNICATION

1. Set Next Meeting

The next meeting was set for May 21st at 3:30 PM.

H. ADJOURNMENT

Comm. Cruickshank made a motion to adjourn the meeting at 4:49 PM. The motion was seconded by DPW Radomski. The motion carried.

Minutes respectfully submitted by AP Stephenson.