

CITY OF MENASHA
Plan Commission
Menasha City Center, Room 133 – 100 Main Street
January 7, 2020
MINUTES

A. CALL TO ORDER

The meeting was called to order by Mayor Merkes at 3:32 PM.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Alderperson Rebecca Nichols, DPW Alex, and Commissioner Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Homan, Benner, and Sturm.

OTHERS PRESENT: CDD Schroeder, PP Stephenson, CDC Heim, Vern Romenesko (715 W Wisconsin Ave), Carl Tobey (1800 Midway Road), Andy Berg (Kimley-Horn), Alderperson Tom Grade (District 6), Dan Dailey (1538 Oneida Street), Alderperson Taylor (District 2).

C. PUBLIC HEARING

1. Special Use Permit – 1818 Midway Road, 1822 Midway Road, and 1530 Oneida Street – Parcel Numbers 6-01598-00, 6-1599-00, and 6-01597-00

PP Stephenson gave a background on the special use permit and indicated that the special use permit had met the five criteria outlined in the City of Menasha Zoning Code. No one from the gallery spoke.

2. Rezoning – 1530 Oneida Street (Parcel # 6-01597-00): B-2 Community Business District to C-1 General Commercial District

PP Stephenson gave a background on the proposed rezoning and indicated that the rezoning meets all criteria for the C-1 General Commercial District. Staff further explained that this property when this property was attached to the City in 2018, the City did not designate a zoning district and therefore by statute, the applicable zoning district remained as previously defined by the detaching municipality. This rezoning is to designate a zoning district for the property. No one from the gallery spoke.

3. Ordinance – Repeal and Replace to Title 13 – Zoning Code, Chapter 1 (Fences and Hedges)

PP Stephenson gave an update on the proposed ordinance for fences and hedges. No one from the gallery spoke.

D. MINUTES TO APPROVE

1. Minutes of December 3, 2019 Plan Commission Meeting

A motion was made by Comm. Cruickshank to approve the minutes of December 3, 2019 Plan Commission Meeting. The motion was seconded by Alderperson Nichols. The motion carried.

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

Five (5) minute time limit for each person

Dan Dailey (1538 Oneida Street) inquired about the Casey's development at 1822 Midway Road.

F. DISCUSSION / ACTION ITEMS

1. Rezoning – 1530 Oneida Street – Parcel 6-01597-00

Alderson Nichols made a motion to approve the rezoning request as presented of 1530 Oneida St (Parcel #6-01597-00) to C-1 General Commercial and find the rezoning conforms to the City of Menasha Comprehensive Plan. The motion was seconded by DPW Alix. The motion carried.

2. 1818 Midway Road, 1822 Midway Road and 1530 Oneida Street

a. Certified Survey Map – Lot Consolidation

A motion was made by Alderson Nichols to approve the lot combination of 1822 Midway Rd, 1818 Midway Rd, and 1530 Oneida St (Parcel #6-01599-00, #6-01598-00, and #6-01597-00) with the following conditions:

1. Prior to issuance of building permits a finalized CSM with legal descriptions and signatures is submitted to the Community Development Department.
2. Rezoning of 1530 Oneida Street (#6-01597-00) is approved.

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

b. Special Use Permit – Gasoline Station

DPW Alix made a motion to approve the special use permit as presented for 1822 Midway Rd, 1818 Midway Rd, and 1530 Oneida St (Parcel #6-01599-00, #6-01598-00, and #6-01597-00).

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

c. Site Plan Review

PP Stephenson gave an update on the site plan for the proposed Casey's Development.

The Plan Commission asked if the layout of the building was correct per the presented site plan. The Plan Commission questioned if the building layout was unintentionally flipped and asked staff to check with the developer.

DPW Alix made a motion to approve the site plan as presented for 1822 Midway Rd, 1818 Midway Rd, and 1530 Oneida St (Parcel #6-01599-00, #6-01598-00, and #6-01597-00) with the following conditions:

- Prior to the issuance of building permits, a stormwater and site improvement agreement must be recorded for the proposed development.
- Prior to issuance of building permits a stormwater management plan is submitted and approved by the Public Works Department.
- A CSM combining Parcel #6-01599-00, #6-01598-00, and #6-01597-00 is submitted and approved by Council.
- Rezoning request of 1530 Oneida Street (#6-01597-00) is approved.
- Prior to issuance of building permits, a finalized CSM with legal descriptions and signatures is submitted to the Community Development Department.

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

3. Ordinance – Repeal and Replace to Title 13 – Zoning Code, Chapter 1 (Fences and Hedges)

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

- The use of plantings in the front yard setback.
- The definition of a hedge.
- The need to for quality fencing and privacy in neighborhoods.

The Plan Commission took no action. This item will appear on the next meeting's agenda.

4. Façade Discussion

PP Stephenson gave an update on the façade ordinance discussion. General discussion ensued.

The Plan Commission took no action. This item will appear on the next meeting's agenda.

G. COMMUNICATION

1. Set Next Meeting

The next meeting was set for February 4, 2020 at 3:30 PM.

H. ADJOURNMENT

A motion was made by Alderperson Nichols to adjourn the meeting at 4:59 PM. The motion was seconded by Comm. Cruickshank. The motion carried.

Minutes respectfully submitted by PP Stephenson.