

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

A. CALL TO ORDER

At 3:32 PM Mayor Merkes called the meeting to order.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Alderperson Ann Schmidt, DPW Alix and Commissioners Cruickshank and Sturm.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Benner and Homan.

OTHERS PRESENT: CDD Schroeder, PP Stephenson, CDC Heim, DDE Gordon, Ald. Tom Grade (District 6), Chalie Kilburg (2919 Chrystella Drive), Josh and Leann School (2959 Chrystella Drive), Carol Zeinert (2948 Chrystella Drive), Matt Nechodom (2972 Chrystella Drive), Sharon Lloyd (2956 Chrystella Drive), Lorena Amack (813 Whisper Falls Lane), Dan Klister (FORE Development), Tom Klister (FORE Development), Greg Johnson (Ehlers and Associates), Adam Almquist (Pure Architecture) and Thomas Potter (930 Gosling Way).

C. PUBLIC HEARING

1. Proposed Amendment of Project Plan for Tax Incremental District No. 12

Greg Johnson (Ehlers and Associates) and CDD Schroeder provided an update and background of TIF No. 12 and the proposed amendment.

2. Special Use Permit – Lake Park Villas Lot 3 (Community Way), Parcel #7-01700-03

PP Stephenson gave an update on the Special Use Permit for Lake Park Villas Lot 3.

Charlie Kilburg (2919 Chrystella Drive): Spoke against the development at Lake Park Villas Lot 3
Josh School (2959 Chrystella Drive): Spoke against the development at Lake Park Villas Lot 3
Carol Zeinert (2948 Chrystella Drive): Spoke against the development at Lake Park Villas Lot 3
Matt Nechodom (2972 Chrystella Drive): Spoke against the development at Lake Park Villas Lot 3
Leann School (2959 Chrystella Drive): Spoke against the development at Lake Park Villas Lot 3
Sharon Lloyd (2956 Chrystella Drive): Spoke against the development at Lake Park Villas Lot 3
Lorena Amack (813 Whisper Falls Lane): Spoke against the development at Lake Park Villas Lot 3

D. MINUTES TO APPROVE

1. Minutes of August 16, 2020 Plan Commission Meeting

A motion was made by Comm. Sturm and seconded by Alderperson Schmidt to approve the minutes of the August 16th, 2020 Plan Commission Meeting. 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 at this time.

F. DISCUSSION / ACTION ITEMS

1. Plan Commission Resolution 1-2020 Recommending Approval of the Project Plan Amendment #1 for Tax Incremental District No 12

Greg Johnson (Ehlers and Associates): gave an update on the TIF amendment for TID No.12.

Mayor Merkes made a motion to recommend approval of the Project Plan Amendment #1 for Tax Incremental District No 12. DPW Alix seconded the motion. The motion carried.

2. Lakeshore Ridge Apartments – Lake Park Villas Lot 3

At 3:46 PM Item F (2) was moved in front of item F(1) to address the questions from the public.

a. Special Use Permit

PP Stephenson gave an update on the Special Use Permit and Site Plan for the proposed development at Lake Park Villas Lot 3.

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

- The height of the development.
- The bio-filtration system being used for the development.
- The areas previous use as a farm field and vacant land.
- The original development proposal and concept.
- Landscaping location and how to best screen the building from neighboring residential properties.
- The need for a pedestrian walk path between the development and the Community Way sidewalk.
- The existing housing and rental stock in the City of Menasha and the proposed rental rates meeting the supply and demand needs.
- Neighboring residential developments.
- The need for quality developments.
- Menasha's housing stock being 39% non-owner occupied.
- The zoning district, special use process and other permissible uses of the property.

A motion was made by Comm. Sturm to recommend approval of the special use permit for Lot 3 of Lake Park Villas (parcel #7-00170-03). The motion was seconded by Comm. Cruickshank. The motion carried on roll call (4-1) with Comm. Sturm voting nay.

b. Site Plan Review

A motion was made by Comm. Sturm to approve the site plan for Lot 3 of Lake Park Villas (parcel #7-00170-03) with the following conditions:

- 1) Prior to the issuance of building permits, a stormwater and site improvement agreement must be recorded for the proposed development.
- 2) Prior to issuance of building permits a stormwater management plan is submitted and approved by the Public Works Department.
- 3) The Special use permit is approved.
- 4) Additional landscaping and trees be provided along the western property line.
- 5) A pedestrian path is provided that will allow access to the sidewalk along the street.

The motion was seconded by Alderperson Schmidt. The motion carried.

3. Certified Survey Map – 905 and 931 Gosling Way Court – Lot Line Adjustment

CDC Heim gave an update on the CSM for 905 and 931 Gosling Way Court. The Commission discussed the history of the lot adjustments.

Mayor Merkes made a motion to approve the Certified Survey Map as proposed for 915 and 930 Gosling Way Court (Parcel # 7-00848-16 and 7-00848-17). The motion was seconded by Comm. Sturm. The motion carried.

G. COMMUNICATION

1. Set Next Meeting

The next meeting was set for August 4th at 3:30 PM.

H. ADJOURNMENT

Comm. Sturm made a motion to adjourn the meeting at 5:13 PM. The motion was seconded by Alderperson Schmidt. The motion carried.