

CITY OF MENASHA
Plan Commission
Menasha Senior Center, 116 Main Street
August 4th, 2020
MINUTES

A. CALL TO ORDER

At 3:31 PM DPW Alix called the meeting to order.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Mayor Merkes

OTHERS PRESENT: CDD Schroeder, PP Stephenson, CDC Heim, DDE Gordon, and Alderperson Tom Grade (District 6).

C. PUBLIC HEARING

No public hearings at this time.

D. MINUTES TO APPROVE

1. Minutes of July 7, 2020 Plan Commission Meeting

Comm. Sturm made a motion to approve the minutes of July 7th, 2020 Plan Commission Meeting. The motion was seconded by Alderperson Schmidt. The motion carried.

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

Five (5) minute time limit for each person

Alderperson Tom Grade (District 6): inquired into the status of a handful of vacant lots near the proposed Samaritan Counseling Center.

F. DISCUSSION / ACTION ITEMS

1. Site Plan Review - Samaritan Counseling Center

PP Stephenson gave an update.

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

- The need for landscape updates.
- Parking lot configuration.
- The hours of operation of the business.
- Effect on the business on neighboring residential areas.
- The need for mechanicals and dumpsters to be enclosed and screened from view.

Comm. Benner made a motion to table the proposed site plan and have the developer work with staff to update the mechanical locations, landscape plan, parking lot plan, lighting plan and dumpster enclosure location. The motion was seconded by Alderperson Schmidt. The motion carried.

2. Certified Survey Map – 917- 920 Clover Court

CDC Heim gave a background on the CSM.

Comm. Homan made a motion to approve the CSM as presented. The motion was seconded by Comm. Cruickshank. The motion carried.

3. Public Property Acquisition – 13 Main Street, Menasha, WI (Parcel 3-00836-00)

CDD Schroeder gave an update on 13 Main Street acquisition.

Comm. Benner made a motion to approve the acquisition of 13 Main Street, Menasha, WI (parcel #3-00836-00). The motion was seconded by Comm. Sturm. The motion carried.

G. COMMUNICATION

1. Set Next Meeting

The next meeting was set for September 15th.

H. ADJOURNMENT

A motion was made by Comm. Benner to adjourn the meeting at 3:50 PM. The motion was seconded by Comm. Sturm. The motion carried.