

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**December 6, 2016**  
**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, Ald. Zelinski, and Commissioners Sturm, Schmidt, and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Ald. Benner.

OTHERS PRESENT: CDD Buck, AP Englebert, and Ald. Collier (701 Appleton St).

**C. MINUTES TO APPROVE**

1. **Minutes of the November 8, 2016 Plan Commission Meeting**

Motion by Comm. Cruickshank, seconded by Comm. Schmidt, to approve the November 8, 2016 Plan Commission meeting minutes as presented. The motion carried.

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

1. No one spoke.

**E. COMMUNICATION**

1. **2017 Plan Commission Meeting and Submission Dates**

AP Englebert relayed to the Plan Commission that there will likely be a joint Plan Commission and Park Board meeting in early winter to review the forthcoming Jefferson Park Master Plan concepts. The meeting does not appear on the calendar but the commission will be notified in advance of the meeting.

**F. DISCUSSION**

1. None.

**G. ACTION ITEMS**

1. **Certified Survey Map – Lot Combination – Gosling Way Court**

AP Englebert introduced the Certified Survey Map for Gosling Way Court. The proposed CSM seeks to consolidate three lots into two on the east side of Gosling Way Court. Each of the lots are zoned R-1 Single Family Residential. The two lots, as proposed, meet city standards for lot dimensions, size, and other zoning requirements.

Motion by Comm. Schmidt, seconded by Comm. Sturm, to recommend approval of the Certified Survey Map for Gosling Way Court. The motion carried.

2. **Proposed Annexation – Positive Ventures, LLC**

CDD Buck provided an overview of the proposed annexation for Positive Ventures, LLC. The annexation contains an area that includes three adjoining parcels. The three parcels are the last remnant of the Town of Menasha and the property owners have requested that the City of Menasha annex the properties. The Village of Fox Crossing has given their consent for the annexation. CDD Buck went over the land uses of the parcels and made a recommendation that all three of the properties be zoned C-1 General Commercial, which would be consistent with the Comprehensive Plan.

Motion by Comm. Sturm seconded by Comm. Cruickshank, to recommend approval of the proposed annexation for Positive Ventures, LLC with a zoning classification of C-1 General Commercial, with the finding that the land proposed to be annexed is contiguous to the City of Menasha. The motion carried.

#### **H. ADJOURNMENT**

Motion by Comm. Cruickshank, seconded by Comm. Sturm, to adjourn at 3:47 PM. The motion carried.

*Minutes respectfully submitted by AP Englebert.*