

**CITY OF MENASHA  
Plan Commission  
Third Floor Council Chambers  
140 Main Street, Menasha**

**November 18, 2008**

**3:30 PM**

**MINUTES**

**PUBLIC HEARINGS:**

*Rezoning – St. John’s Polish Cemetery (part – Valley Road*

Mayor Merkes opened the public hearing by asking if anyone would like to speak regarding the rezoning. No one spoke. The hearing was closed.

**A. CALL TO ORDER**

The meeting was called to order at 3:34 p.m. by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner , DPW Radtke and Commissioners Sanders Schmidt, and Sturm.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Cruickshank

OTHERS PRESENT: CDD Keil, AP Beckendorf and Lonnie Pichler

**C. MINUTES TO APPROVE**

1. Minutes of the November 4, 2008 Plan Commission Meeting.
  - a. Moved by Comm. Sanders, seconded by Comm. Sturm to approve the November 4, 2008 Plan Commission meeting minutes with the following change: Under item F. 1. a., change the word “combed” to “combined”. Motion carried.

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

No one from the gallery spoke.

**E. DISCUSSION**

1. None

**F. ACTION ITEMS**

1. Utility Cabinet Ordinance Options.
  - a. CDD Keil explained the reason for drafting such an ordinance. Commissioners discussed the following:
    - I. Proliferation of VRAD cabinets
    - II. Definition of “utility cabinet”
    - III. FCC rules regarding disallowing utility cabinets

- IV. Existing city regulations consisting of vision control regulation
- V. Requiring a permit for installation – including cabinets both in the Rights-of-Way and on private property
- VI. Distinguishing between cabinet size – major and minor cabinets
- VII. Requiring placement in rear yards where feasible
- VIII. Permit process, easements and setbacks

2. Province Terrace Greenspace.

- a. AP Beckendorf described the location and reviewed the Park Board recommendation. Commissioners discussed the following:
  - I. Maintenance by the stormwater utility or parks department
  - II. Value of the property
  - III. The value of open greenspace
- b. Comm. Sturm made and Ald. Benner seconded a motion to recommend retaining the south 150 feet of Lot 10, Province Terrace. The motion failed on roll call 3-3 (Sanders, Merkes, Radtke – no).

**G. ADJOURNMENT**

Moved by DPW Radtke, seconded by Comm. Sanders to adjourn at 4:38 p.m. The motion carried on voice vote.

Minutes respectfully submitted by Jessica Beckendorf, Associate Planner