

\*\*\*TOWN OF MENASHA\*\*\*  
**PLANNING COMMISSION MEETING**  
**WEDNESDAY, FEBRUARY 21, 2007 at 5:00 PM**  
**MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE**

**CALL TO ORDER:** Chairperson Bellmer called the Planning Commission Meeting of February 21, 2007 to order at 5:00 PM.

**PRESENT:** Chairperson: Alvin Bellmer  
 Commissioners: Dennis Jochman Aaron Sabel Kris Koeppe  
 Michelle Schaez(5:05) Michael Van Dyke  
 Staff: George Dearborn, Community Development Director  
 Mark Mommaerts, Associate Planner

**EXCUSED:** Commissioner Terry Buck

**ABSENT:** None

**ALSO PRESENT:** Leonard Schmick Jeanne Krueger Tom Shepeck

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES – January 17, 2007**

The minutes of January 17, 2007 were reviewed. Commissioner Van Dyke indicated two errors. The first was under the motion for item 2, Chairperson should be Commissioner. The other was under the motion for item 4, Commissioner should be omitted. Motion by Commissioner Van Dyke, seconded by Chairperson Bellmer to approve the minutes of the January 17, 2007 meeting with the noted changes. Motion carried 5-0-2 (Commissioners Schaez & Buck).

**COST BENEFIT ANALYSIS**

The cost-benefit table for January shows that there is a negative cost-benefit due to the single-family residential.

	<i>Cost or Benefit of New Development</i>			
	<i>January 2007</i>			
	<i>This Month</i>		<i>To Date</i>	
	<i>Value</i>	<i>Cost/Benefit</i>	<i>Value</i>	<i>Cost/Benefit</i>
One & Two Family Dwellings	\$520,000	(\$359.58)	\$520,000	(\$359.58)
Multiple Family Dwellings	\$0	\$0.00	\$0	\$0.00
Commercial/Industrial Development	\$0	\$0.00	\$0	\$0.00
<b>Total</b>	<b>\$520,000</b>	<b>(\$359.58)</b>	<b>\$520,000</b>	<b>(\$359.58)</b>

**NEW ITEMS OF BUSINESS:**

- 1. Certified Survey Map – Prairie Lake Condominiums – Tom Shepeck – N. of Jacobsen Road & E. of Clayton Ave. – 008-0216**

Department of Community Development Director George Dearborn introduced the item.

MOTION: Chairperson Bellmer, seconded by Commissioner Sabel to approve the Certified Survey Map with the following conditions:

- All taxes and assessments shall be paid prior to the Town affixing signatures on the Certified Survey Map.

Motion carried 6-0-1 (Commissioner Buck).

**2. Sign – US Oil Co. – BP Express – 1400 West American Drive – 008-0224-03**

Department of Community Development Director George Dearborn introduced the item.

Chairperson Bellmer clarified that the staff denial recommendation was based on sign material and method of placement.

Director Dearborn stated that was correct and that aesthetics are a part of the B-5 Zoning District.

Commissioner Jochman asked about temporary signage permits.

Director Dearborn stated that in the past staff has worked with owners prior to sign approval. He also stated that staff is looking into a temporary signage program. He also stated that more signage does not necessarily lead to increased business.

Commissioner Sabel stated that this would set the precedent for more signs, good or bad.

Commissioner Schaetz stated that since the facades are controlled, the signage should also have the same review and enforcement.

MOTION: Commissioner Schaetz, seconded by Commissioner Sabel to deny the signs as submitted as they do not meet the intent of the B-5 Zoning District and staff should explore a temporary signage ordinance. Motion carried 6-0-1 (Commissioner Buck).

**3. Sign – Subway – 1350 West American Drive – 008-0224-03-01**

Department of Community Development Director George Dearborn introduced the item.

MOTION: Commissioner Jochman, seconded by Commissioner Van Dyke to approve the Signs with the following conditions:

- The applicant shall obtain a permit for each sign.
- The sign facing Olde Buggy Lane shall not be illuminated.

Motion carried 6-0-1 (Commissioner Buck).

**4. Resolution – Support for the construction of a full interchange at U.S. Highways 10, 441 & 41**

Department of Community Development Director George Dearborn introduced the item.

Commissioner Jochman stated that the Fox Cities Chamber of Commerce is pushing for this reconstruction and that they are first pushing for the full interchange and then the bridge will come with it.

MOTION: Chairperson Bellmer, seconded by Commissioner Van Dyke to approve the Resolution.

Commissioner Schaetz stated that the resolution could be reworded to be more effective by adding the overcapacity numbers and emphasizing the safety concerns.

Director Dearborn asked if the Commission wanted to delay the resolution in order to make the changes.

Commissioner Van Dyke replied that staff and the Chairperson can modify the resolution and send it to appropriate state representatives.

Motion #2: Chairperson Bellmer, seconded by Commissioner Van Dyke to approve the Resolution with the suggested changes.

Motion carried 5-0-1-1 (Excused: Commissioner Buck, Abstain: Commissioner Schaetz).

**OLD ITEMS OF BUSINESS:**

None for this meeting.

**OTHER BUSINESS:**

**5. Comprehensive Plan Bi-Annual Survey Results**

Department of Community Development Director George Dearborn introduced the item and presented the results to each question.

Jeanne Krueger, of Alpha Drive, stated that incorporation is an issue and something needs to be done about the 5 or 6 islands.

**6. Discussion Item – 2007 Comprehensive Plan Update**

Department of Community Development Director George Dearborn introduced the item and stated that a review was necessary as required by the plan but that staff did not see a need for any changes at this time. He also stated that a full review of the plan is scheduled for 2008.

Commissioner Jochman was excused at 6:05.

7. Discussion Item – Wind Turbine Plan Review
8. Development Report – No report at this time.
9. Building Permit Report

**COMMUNICATIONS:**

None for this meeting.

**ADJOURNMENT:**

MOTION: Chairperson Bellmer, seconded by Commissioner Sabel to adjourn the meeting of February 21, 2007 at 6:20 PM. Motion carried 5-0-2 (Commissioners Jochman & Buck).

Mark J. Mommaerts  
Recording Secretary