

**Draft**  
**To Be Approved**

**\*\*\*TOWN OF MENASHA\*\*\*  
**PLANNING COMMISSION MEETING**  
**WEDNESDAY, NOVEMBER 14, 2007 at 5:00 PM**  
**MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE****

**CALL TO ORDER:** Chairperson Bellmer called the Planning Commission Meeting of November 14, 2007 to order at 5:00 PM.

**PRESENT:** Chairperson: Alvin Bellmer  
 Commissioners: Dennis Jochman Aaron Sabel Kris Koeppe  
 Terry Buck Michael Van Dyke  
 Staff: George Dearborn, Community Development Director  
 Mark Mommaerts, Associate Planner

**EXCUSED:** Michelle Allness

**ABSENT:** None

**ALSO PRESENT:** Barb Knaack Melvin Schultz

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES – October 17<sup>th</sup>, 2007**

The minutes of October were reviewed. Motion by Chairperson Bellmer, seconded by Commissioner Van Dyke to approve the minutes of the October 17, 2007 meeting. Motion carried 6-0-1 (Commissioner Allness excused).

**COST BENEFIT ANALYSIS**

The cost-benefit table for October shows that there is a negative cost-benefit for the month with 3 new single-family permits and no new mutli-family, commercial or industrial permits. The cost-benefit for the year is positive.

<i>Cost or Benefit of New Development</i>				
<i>October 2007</i>				
	<i>This Mnth</i>		<i>To Date</i>	
	<i>Value</i>	<i>Cost/Benefit</i>	<i>Value</i>	<i>Cost/Benefit</i>
<b>One &amp; Two Family Dwellings</b>	\$525,000	(\$363.04)	\$7,219,500	(\$4,992.28)
<b>Multiple Family Dwellings</b>	\$0	\$0.00	\$1,933,655	\$6,789.64
<b>Commercial/Industrial Development</b>	\$0	\$0.00	\$13,168,155	\$46,237.34
<b>Total</b>	<b>\$525,000</b>	<b>(\$363.04)</b>	<b>\$22,321,310</b>	<b>\$48,034.70</b>

**NEW ITEMS OF BUSINESS:**

**1. Sign – 1350 West American Drive – Appleton Sign**

Department of Community Development Director George Dearborn introduced the item.

Commissioner Van Dyke expressed concern over the sign height and that it may be seen over the building in the residential neighborhood.

Associate Planner Mommaerts stated that the sign meets the 27-foot height requirement the Plan Commission has set for other signs in the area.

MOTION: Chairperson Bellmer, seconded by Commissioner Van Dyke to approve the Sign with the following conditions:

- A permit shall be obtained for the sign.
- The overall height of the sign shall be 27-feet or less.
- A plan for landscaping around the sign base shall be submitted to Community Development staff for review and approval.

Motion carried Motion carried 6-0-1 (Commissioner Allness excused).

**2. Discussion Item – Five Year Update to the Comprehensive Plan**

Department of Community Development Director George Dearborn introduced the item.

Commissioner Van Dyke asked if staff could forward additional resources on sustainability to the Commissioners.

**OLD ITEMS OF BUSINESS:**

None for this meeting.

**OTHER BUSINESS:**

3. Development Report – No report at this time.
4. Building Permit Report

**COMMUNICATIONS:**

Associate Planner Mommaerts stated that the December meeting will be on the second Wednesday, December 12<sup>th</sup>, instead of the third Wednesday due to the holiday.

**ADJOURNMENT:**

MOTION: Commissioner Jochman, seconded by Commissioner Koeppe to adjourn the meeting of November 14, 2007 at 5:34 PM. Motion carried 6-0-1 (Commissioner Allness excused).

Mark J. Mommaerts  
Recording Secretary