

*****TOWN OF MENASHA***
PLANNING COMMISSION MEETING
WEDNESDAY, October 15, 2008 at 5:15 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE**

CALL TO ORDER: Chairperson Bellmer called the Planning Commission Meeting of October 15, 2008 to order at 5:15 p.m.

PRESENT: Chairperson: Alvin Bellmer
Commissioners: Terry Buck, Dennis Jochman, Kris Koeppe, Aaron Sabel, Michael VanDyke

Staff: George Dearborn, Community Development Director
Ria Hull, Associate Planner

ABSENT: None

ALSO PRESENT: Warren Utecht of Martenson and Eisele, Mark Strobel, Mike Kaczmarzyk, Gerald Altenhofer, Melvin Schultz, Barb Knaack

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – September 17, 2008

A motion was made by Mr. VanDyke, seconded by Mr. Sabel, to approve the minutes of September 17, 2008.

The motion carried with one correction.

COST BENEFIT ANALYSIS:

The cost-benefit table for September shows that there was a negative cost-benefit due to one- and two-family dwellings. However, cost-benefit remains positive for the year as a whole.

NEW ITEMS OF BUSINESS:

Dennis Jochman abstained from Item 1 and sat in the audience.

Item 1 - Zoning Change Request (B-3 to B-5) for 1919 American Court

Mr. Dearborn introduced the item. He said that the applicant is requesting a zoning change in order to construct a building taller than that allowed under the B-3 zoning district. He said that the rezoning request includes the vacated roadway next to 1919 American Court.

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Dennis Jochman appeared representing Bechard Investments. He said that both sides of the road are to be vacated so that the road is zoned B-5 as well.

Chair Bellmer said that the proposed hotel would be a good catalyst for more redevelopment in the area.

Mr. Sabel asked if there was any downside to the rezoning.

Mr. Dearborn said not really. He said that the Town has more control over B-5 development, which is a plus.

Chair Bellmer said that he can't think of any reason the rezoning would be bad.

Mr. Sabel asked if it could be zoned back in the future if needed.

Mr. Dearborn said yes.

A motion was made by Mr. VanDyke, seconded by Mr. Koepp, to approve the rezoning for 1919 American Court and the adjoining vacated roadway.

The motion carried – 5-0-1.

Item 2 - B-5 CUP – Site Plan Amendment for Cottagewood Condos

Dennis Jochman returned to join the Plan Commission.

Mr. Dearborn introduced the item. He said that, as a result of market pressure, the developer wants to decrease the density of the development in order to construct more single-family homes and duplexes. He said that the Town usually encourages higher densities, but that this request is acceptable if it helps to market the area.

Chair Bellmer asked how many of the original units had already been built.

Warren Utecht of Martenson and Eisele said that 23 condo units have been built.

Chair Bellmer asked how many units were on the original site plan.

Mr. Utecht said 111 total. He said that the total with the proposed decreased density would be 83.

Chair Bellmer said that 83 is still a good density.

Mr. Jochman said that the developer seems to be paying attention to the market and that we want him to succeed.

A motion was made by Chair Bellmer, seconded by Mr. Jochman, to approve the site plan revision to the Town Conditional Use Permit for Cottagewood Condominiums with the following conditions:

1. A site plan application shall be completed and approved by the Town.
2. Appropriate water and sewer line laterals shall be removed as specified by the Utility District.
3. At least 20% of the new units shall have provisions for commercial usage as required under the B-5 Zoning District.
4. All other provisions of the original Town Conditional Use Permit shall remain in force.

The motion carried – 6-0.

Item 3 - Sign Permit - Miles Data – 3913 W. Prospect

Mr. Dearborn introduced the item. He said that the proposed sign fits with the scale of the building and meets the requirements of the Sign Code.

Chair Bellmer asked if the First Business Center building is not fully occupied. He said that we do not want to run out of wall space for signage if there are still office spaces to be filled.

Mr. Dearborn said that the building is fully occupied. He also said that larger wall signs are appropriate on this building because of high traffic speeds.

A motion was made by Chair Bellmer, seconded by Mr. Koeppe, for approval of one wall sign for Miles Data at First Business Center at 3913 W. Prospect Ave.

The motion carried 6-0.

Item 4 - Sign Permits – Fiduciary Partners – 3913 W. Prospect

Mr. Dearborn introduced the item. He said that he recommends approval for the same reasons as for the Miles Data Sign.

A motion was made by Mr. VanDyke, seconded by Mr. Buck, for approval of two wall signs for Fiduciary Partners at First Business Center at 3913 W. Prospect Ave.

The motion carried 6-0.

OLD ITEMS OF BUSINESS:

Item 1 - Review of Chapter 6 Ordinance Amendment

Mr. Dearborn introduced the item. He said that the ordinance was amended before, but approval got delayed for a period of time because of new state laws that went into effect. He said that the current revisions are the same as before; the only difference is that the fees are no longer a part of Chapter 6. He said that the Plan Commission is not approving the fees now, just the text amendments.

Chair Bellmer said that the Plan Commission had no problem with the text amendments before.

Mike Kading, Park and Rec. Director, said that we had to put the amendment on hold because of new state rules requiring that a fee study be completed. He said that the study has now been completed and that the fee schedule will be going to the Town Board for approval soon.

Mr. Dearborn said that if the Plan Commission wants to see the fee schedule before it goes to the Town Board, they can, but they would just be advisory to the Town Board.

Chair Bellmer said that he is willing to endorse the fee schedule even though it is not on the agenda for approval.

A motion was made by Chair Bellmer, seconded by Mr. VanDyke, for approval of the text amendments to the Chapter 6 Land Division Ordinance.

Mr. VanDyke pointed out one typo on page 3 of the amended ordinance.

Mr. Kading said that at the next Park and Recreation meeting, they will recommend approval of the Ordinance to the Town Board. He also said that there will be a public hearing for the fee schedule approval at the Town Board meeting in November.

The motion carried – 6-0.

There was consensus from the Plan Commission that they do not need to review the fee schedule before it goes to the Town Board for approval.

OTHER BUSINESS:

Item 1 – Development Status

Mr. Dearborn said that RestorU and A&W are under construction.

Mr. Dearborn said that Verizon Wireless will be putting up a 150' cell tower on Club West property. He said that all the revenue will go to Club West and that the Town has no power to regulate the appearance or location of the sign on the site.

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Item 2 – Building Permit Report

Mr. Dearborn said that one single-family permit and one commercial permit have been issued this month.

COMMUNICATIONS:

Item 1 - Report on the Sustainability Committee Meeting

There was no October Sustainability meeting to report on because the committee did not have a quorum.

Mr. Dearborn said that there has been discussion about working jointly with the City of Menasha and the City of Neenah Sustainability Committees to file a joint grant application for the State Energy Independent Communities Partnership Program Grant.

ADJOURNMENT:

A motion was made by Chair Bellmer, seconded by Mr. VanDyke, to adjourn.

The motion carried.

6:00 p.m.

Ria Hull
Recording Secretary