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MEETING: **PLANNING COMMISSION**
PLACE: **Mayville City Hall, 15 S. School Street, Mayville, WI**
DATE: **May 8, 2023**
TIME: **5:00 p.m.**

AGENDA

(A Quorum of Council Members May Be Present)

1. Call to Order and Roll Call.
2. Approve Agenda.
3. Citizen Comments
(Citizen Comments are to be kept to a maximum of five minutes per speaker unless the chairperson allows an extension of time. Each citizen is to make comments at the podium after stating name and address. Each citizen may comment only one time per public hearing / meeting.)
4. Approve the Minutes of the March 13, 2023 and April 10, 2023 meetings
5. Discussion, with Possible Action, regarding a potential minor land division and land purchase of part of 259 Oak Street the Parkview Early Learning Center, parcel #251-1216-2342-092
6. Discussion, with Possible Action, a potential land sale and development of lot 4 or 5 of the replat River Knoll Industrial Park Lot 10, Parcel # 251-1216-1412-010 and 251-1216-1412-011
7. Discussion regarding a proposed storage development in the River Knoll Industrial Park
8. Discussion, with Possible Action, the potential rezoning of RM Multi-Family Zoned parcels around the Williams Street area.
9. Discussion, with Possible Action, a Potential Residential Development Locate as the South Five (5) Acres of 305 S. Clarke Street, Parcel #251-1216-2323-012
10. Discussion, with Possible Action, a Potential Residential Development located along the Leona Street Right of Way
11. Adjournment.

John Guinn
Chairperson

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact City Hall at least one (1) business day prior to the meeting.

PLANNING COMMISSION
Mayville City Hall, 15 S. School Street, Mayville, WI
March 13, 2023

MEETING MINUTES

1. Call to Order and Roll Call.

Meeting was called to order at 5:00 p.m.

Members present: John Guinn, Andy Shoemaker, Bob Smith, John Gable, Gene Frings, Merlin Kahlhammer

Member Absent: Broc Fleischer

2. Approve Agenda.

Motion made by Kahlhammer, seconded by Gable, to table item #6 until next month's meeting.

Motion by Frings, Second by Kahlhammer, to approve the agenda. Motion Carried on a voice vote 6-0.

3. Citizen Comments

None

4. Approve the Minutes of the February 13, 2023 meeting

Motion by Shoemaker, second by Frings, to approve the agenda. Motion Carried on a voice vote 6-0.

5. Discussion regarding proposed minor land division of parcels located on North Main Street owned by Gary and Karen Weber, parcel number 251-1216-1444-010 and 251-1216-1444-009.

Gary was in attendance to discuss his proposed land division. Gary stated that currently the at 546 North Main Street has two houses on the lot. He would like to separate the houses and have them on there own lots. During discussion providing access easement for both properties would be needed. Also, a utility easement would have to be set for the sewer and water that the City has running through the property. The Plan Commission as a hole did not have any objections for the proposed land divisions as long as the new lots complied with zoning requirements.

6. Discuss/Approve Site Plan Review for a parcel in the City of Mayville located on Hilltop Drive, Parcel #251-1216-1412-007, owner Thomas Letkewicz

Tabled until the next meeting

7. Adjournment.

Motion made by Smith, second by Kahlhammer, to adjourn the meeting at 5:15 PM.
Motion passed 6-0.

Minute prepared by Nick Chikowski

PLANNING COMMISSION
Mayville City Hall, 15 S. School Street, Mayville, WI
April 10, 2023

MEETING MINUTES

1. Call to Order and Roll Call.

Meeting was called to order at 5:00 p.m.

Members present: John Guinn, Andy Shoemaker, Bob Smith, John Gable, Gene Frings, Merlin Kahlhammer

Member Absent: John Gable, Broc Fleischer (joined meeting at 5:11)

2. Approve Agenda.

Motion made by Guinn, seconded by Shoemaker, to approve the agenda. Motion Carried on a voice vote 6-0.

3. Citizen Comments

None

4. Approve the Minutes of the March 13, 2023 meeting

A motion was made by Frings, seconded by Kahlhammer, to table item until meeting minutes could be reviewed. Motion Carried on a voice vote 6-0.

5. Discuss/Approve Site Plan Review for a parcel in the City of Mayville located on Hilltop Drive, owner Thomas Letkewicz, parcel #251-1216-1412-007

Items were brought up during discussion that needed to be addressed outside the submitted site plan. Those items included building and signage permit and establishing drainage easements along the east and west property lines. The installation of the sanitary and water will also have to be coordinated with the city when it is installed. A motion was made by Smith, seconded by Kahlhammer, to approve the site plan. Roll call was taken and motion passed 6-0.

6. Discussion with possible action regarding playground installation at St. John's Evangelical Lutheran Church (School parcel), parcel #251-1216-2313-093

David from Greaf was in attendance to provide information regarding the new playground the school is looking to build. The Plan Commission reviewed the plans provided and made mention that the site has a history of flooding. The proposed location for the playground was on an elevated portion of the parcel. The Plan Commission did not have any objections to their plan.

7. Discussion of Potential Residential Development Located at the South Five (5) Acres of 305 S Clark Street, Informational Only

Kory Krieser from the proposed developer was in attendance to lay out their proposal for the proposed site. Their proposal included creating new subdivision with approximately 14 lots with a new cul de sac needed to access all of the lots. The intent for these lots is to be 1 or 2 family houses. Kory stated that the new development would need to be zoned PUD or would need variances to allow for them to optimize the number of lots created. Things like right of way widths and setbacks would have to be determined at a later date. There was also discussion regarding whether there would be TID funds available for the proposed development. Kory stated that they would not be looking for incentive other than asking the city to pay for the infrastructure cost for the road and utilities. It was estimated it would take the city approximately 12 years to recoup the costs. After reviewing and discussion the proposed development the Plan commission asked for the developer to come back for further discussion before proceeding further.

8. Discussion of Potential Residential Development Located Along the North Side of Leona Street, Informational Only

Kory presented an option for a proposed development along the undeveloped Leona Street right of way. Their proposal called for vacating the right of way and splitting the land with the adjacent parcels. Easements would have to be set up for existing utilities located within the existing right of way. It was stated that there could be minimum infrastructure cost associated with this option especially if there had to be cul des sac's installed at the dead-end streets. It was stated that they would not be looking for any incentive from the city other than covering any potential infrastructure cost. There was also some discussion about the developer trying to purchase the lot to the south that is owned by someone else to potentially develop that as well. The Plan Commission stated that they would be interested further discussion and possible action at the next meeting.

9. Adjournment.

Motion made by Kahlhammer, seconded by Frings, to adjourn the meeting at 6:01 PM. Motion passed 7-0

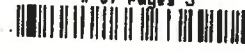
DETAIL

WINGS OVER WISCONSIN
"WINGETTES"
"POOL AREA"

NEW FRONTIER LAND SURVEYING, LLC
MARK TOMASHEK
2342 SPRING ST., P.O. BOX 576
BEAVER DAM, WI 53918



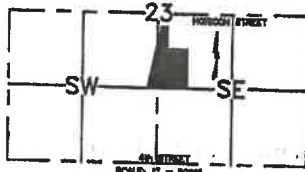
FOLLOWING FENCE WITH
4' BUFFER +/-



CERTIFIED SURVEY MAP NO. 6842

A of division lands, being a part of the Northeast 1/4 of the Southwest 1/4 of Section 23 and the Northwest 1/4 of the Southeast 1/4 of Section 23, all in Township 12 North, Range 16 East, in the City of Mayville, Dodge County, Wisconsin.

- ⊙ INDICATES DEDICATED TO THE CITY OF MAYVILLE FOR PUBLIC ROAD PURPOSES
- INDICATES 1" IRON PIPE (FOUND), UNLESS NOTED
- INDICATES SET 1.315" O.D. IRON PIPE AT LEAST 18" IN LENGTH, 1.68 LBS. PER LINEAL FOOT.



R.A. Smith National, Inc.

Beyond Surveying
 and Engineering

18745 W. Bluemound Road, Brookfield WI 53008
 262-781-1000 Fax 262-787-7373, www.ra-smithnational.com
 Appleton, WI Orange County, CA Pittsburgh, PA
 SA1165800.dwg
 C81111.150.dwg/Sheet 1

ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT. ALL BEARINGS ARE REFERENCED TO THE W. LINE OF THE SE 1/4 OF SECTION 23, T12N, R16E, WHICH BEARS S00°28'49"E.

OUTLOTS 1 & 2 TO BE USED FOR CITY OF MAYVILLE PARK & RECREATION

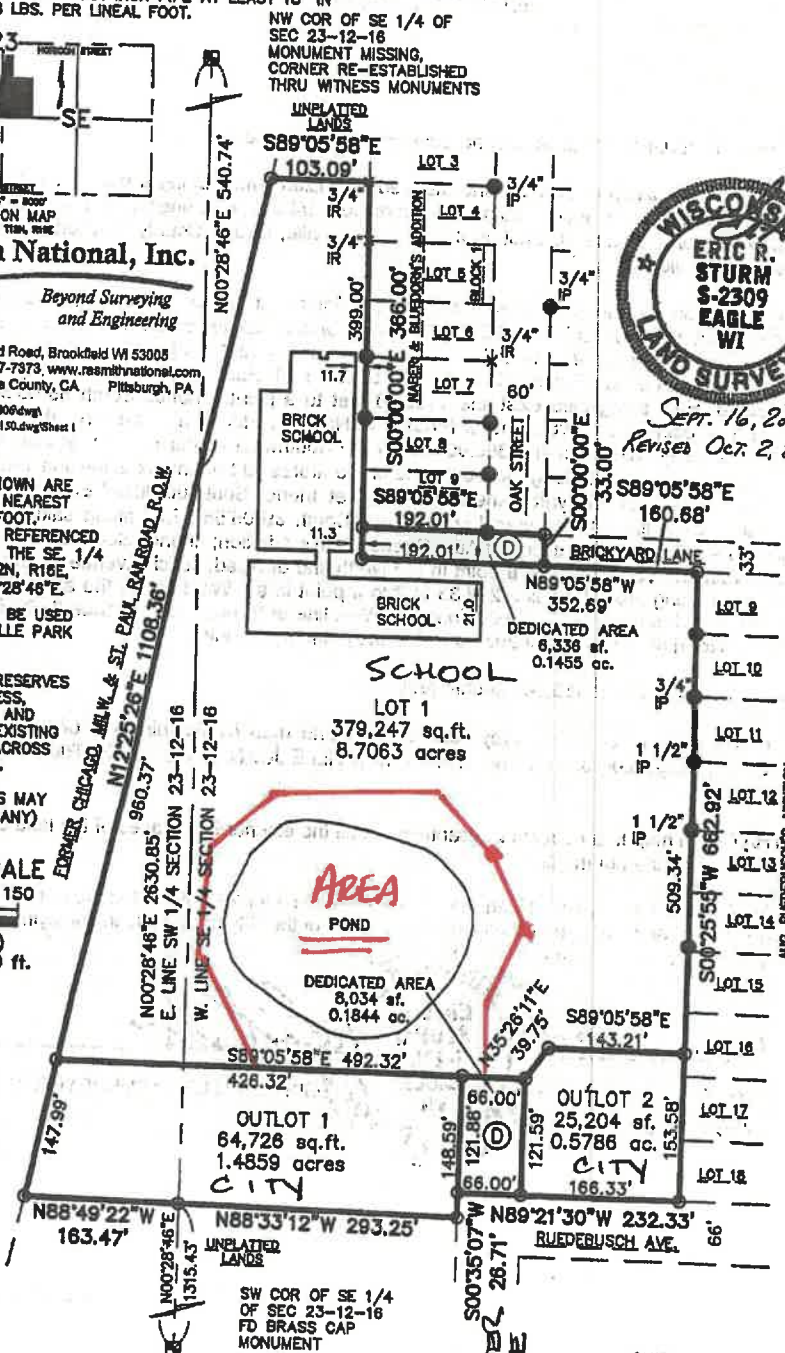
CITY OF MAYVILLE RESERVES THE RIGHT TO ACCESS, MAINTAIN, SERVICE, AND CONTINUE USE OF EXISTING UTILITIES ON AND ACROSS LOT 1 OF THIS CSM.

EXISTING EASEMENTS MAY NOT BE SHOWN (IF ANY)

GRAPHIC SCALE



(IN FEET)
 1 Inch = 150 ft.



Sept. 16, 2013
 Revised Oct. 2, 2013

v46p270

SHEET 2 OF 5 SHEETS

NEW FRONTIER LAND SURVEYING, LLC
MARK TOMASHEK
270 S. SPRING ST., P.O. BOX 578
BEAVER DAM, WI 53918

MAYVILLE SCHOOL DISTRICT
PROPERTY
OVERALL VIEW



Conceptional Plan

Business name: Supreme Forage Plus

Business Purpose: Provide service and supplies to local Farms in the surrounding area.

Building purpose: Used as a warehouse throughout the year to store seed corn soybeans, alfalfa, grasses, preservatives to be added to forages at harvest.

Size of building: Looking at constructing a 60x112 pole type building with loading ramp for semis to unload along with a 18x20 size garage door along with service door in front and back of building, would like to put bathroom along with office inside building as well. The sidewalls would be 18 feet in height along with a 5-to-6-foot overhang on east side.

Cost of building: Estimated cost would be 300 to 400 hundred thousand dollars.

Lot number: Looking at either lot number 4 or 5. Preferably number 4 if we could use some fill from lot number 5 to help level that lot off.

Developer agreement: Looking for the city to provide laterals of water and sewer hookup to the lot.

Thank you, any questions please contact me.

Al Schellinger

Schellinger1014@gmail.com

920-382-1176



April 28, 2023

PRIVATE AND CONFIDENTIAL

Mayville Plan Commission
15 S. School St.
Mayville, WI 53050

Mayville Plan Commission:

On behalf of SELF-STOR LLC (“Self-Stor”), we are pleased to submit to you the below discussion materials regarding the potential development within the River Knoll Industrial Park in Mayville, WI. We look forward to the discussion.

- (i) **Proposition Overview:** Self-Stor is seeking feedback / recommendation from the commission regarding the development of Commercial and RV storage within the River Knoll Industrial park. We have performed a detailed market analysis of Mayville and the surrounding nearby cities. Per our analysis, there are no Commercial or RV / Camper storage facilities that exist today. We believe Mayville has a need for additional commercial and RV storage in terms of supply / demand (via analyzing approximate rental sq ft per capita and other metrics), and the number of small businesses located within the community. Mayville and surrounding communities could significantly benefit from additional commercial and mega storage as the community grows, existing business expand, and new small businesses emerge. Multiple conversations have been had with local community members who have expressed interest in a space.
- (ii) **Self-Stor Overview:** Self-Stor is a family owned, father-son business with a mission of providing quality and affordable commercial rentals and mini storage within central Wisconsin. We have experience in the industry which is demonstrated by the acquisitions and new builds of our facilities in Wisconsin Rapids, Ripon, Necedah, Green Lake and Redgranite, WI. Self-Stor is actively working on a similar project as the one proposed within Wisconsin Rapids, and more information / pictures of that development are included below in Attachment B.
- (iii) **Uses for Commercial Storage:** included below are examples of some of our current commercial tenants and likely users of the facility as described. Our facilities come with interior motion sensor lights, electric overhead doors and electrical outlets. Our facility is generally used to foster small business growth and development as companies need additional space or a “hub” for their employees to store and pickup equipment before they head off to their jobs.
 - a. **Contractors and construction companies:** These businesses often need to store large equipment, tools, and building materials. Our facility offering tall doors, outlets, and lights which can provide a secure and convenient space to store these items. Some of our tenants include general contractors, tree service companies, roofing companies, etc.
 - b. **Retail businesses:** Retailers may need to store excess inventory, seasonal merchandise, or display fixtures. For example, we have a sign manufacturing company that stores excess materials and seasonal signs
 - c. **E-commerce businesses:** Online retailers may need additional space to store their products before shipping them out to customers. A commercial storage unit with electric outlets and lights can provide a safe and convenient location to store products, package them, and

- prepare them for shipping. Some of e-commerce based tenants include E-bay / liquidation resellers, a pet food / supplement company, and a vehicle cargo / racking company
- d. **Service-based businesses:** Businesses that provide services such as plumbing, landscaping, or catering may need to store their equipment and supplies. We have a variety of service based businesses including landscapers, tree trimmers, electricians, plumbers, equipment rental companies, kayak / boat rental companies, etc.
 - e. **Automotive based businesses:** Auto repair shops or dealerships also utilize our units to store cars, parts, or equipment. Our facilities with high doors can accommodate larger vehicles, and our outlets and lights provide power and visibility for working on cars (which occurs occasionally) and storing of parts.
 - f. **RV Camper Storage:** given our units come with interior lights and electrical outlets, they are often a popular choice for RV / camper owners that like to take advantage of the electrical outlets for trickle charging.
- (iv) **Subject Property:** See Attachment A for details on the lots that may be suitable for development. We are targeting 3-5 acres in total. Phase I of the development would likely entail ~2 acres worth of buildable space.
 - (v) **WI, Rapids Development:** See Attachment B for our Wisconsin Rapids Development which is similar in nature to the one we are proposing.
 - (vi) **Ripon, WI Development:** See attachment C for 3D renderings of a different commercial lot we are working on in Ripon, WI. The middle building in this rendering will look very similar to what is contemplated as building #1 in Phase I of the Mayville development.
 - (vii) **Building Overview / Assessed Value:** Based on the work that we have completed to date, our tentative plans would include two phases, consisting of 3-4 buildings in total. Phase I would include two buildings. Building 1 is expected to be approximately 80'x150' in size and double sided with units on each side. Tentative plans consist of 8 (20'x40') units with 14' electric overhead doors and a side access door, 6 (15'x40') units with 14' electric doors and 4 (12'x40') units. Units will include interior and exterior lights and interior electrical outlets for commercial storage purposes. The second building in Phase one would consist of a 60'x200' building and would include a mix of 12'x30' and 12'x35' units for the purpose of storing Commercial Items, Campers, RVs, Boats, Cars, and equipment. Phase II will consist of 1-2 additional buildings with a similar mix of sizes and units as the buildings in Phase I, but will also include electric heat (pending feedback from tenants).
 - a. **The buildings will likely have an assessed value of \$700,000+ after Phase I, and \$1,400,000+ after Phase II.**
 - b. For positive curb appeal, landscaping will be included on the side and front yards of the buildings, consisting of large rocks, shrubbery and pine trees. Formal landscaping plans would be put together at a later date. Additionally, the driveways will be constructed with recycled asphalt.

Our identity as a developer, and this letter, including the terms of this letter, are strictly confidential and, thus, are not to be communicated to anyone, including any other potential developers or those outside of

Plan Commission. As noted previously, we are very excited about working with the Village to provide much needed storage and small business solutions to Mayville residents and the surrounding community!

Sincerely,

Cameron Butler
SELF-STOR LLC

Attachment A (Potential Properties)

Option 1:

- Parcel #: 251-1216-1412-004
- Parceling off a portion of the 16.2 acre parcel north of the existing storage units in the industrial park. Would likely target ~3 acres of buildable land.

Option 2:

- Parcel #: 251-1216-1412-002
- Size: 5.07 acres
- Lot is a bit bigger than what we're looking for, but looks to be relatively flat and clear of trees.

Option 3:

- Parcel #: 251-1216-1411-004
- Size: 14.304
- Lot is located on corner of Hilltop and what will be Mallard. Could consider parceling a lot on the corner of Hilltop / Mallard.

Option 4:

- Lots 3&4
- Parcel #: 251-1216-1412-008 & 251-1216-1412-010
- Lots are a bit smaller than what we would be targeting, but could likely work for our first phase of development



Attachment B (Wisconsin Rapids Development)



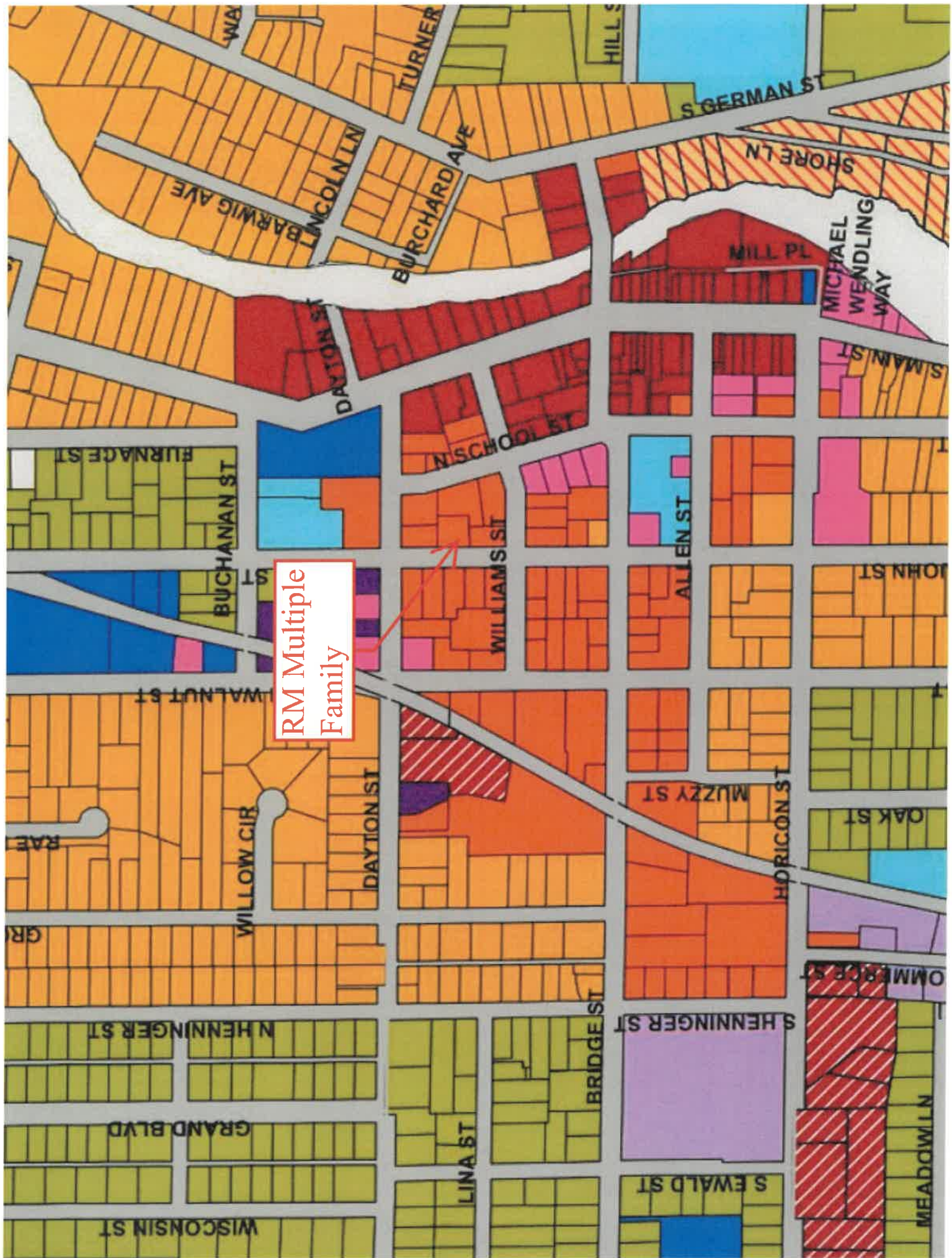
Attachment C (Ripon Self-Stor Commercial Development)



Attachment D (Other Self-Stor Contractor Development Examples)



RM Multiple Family

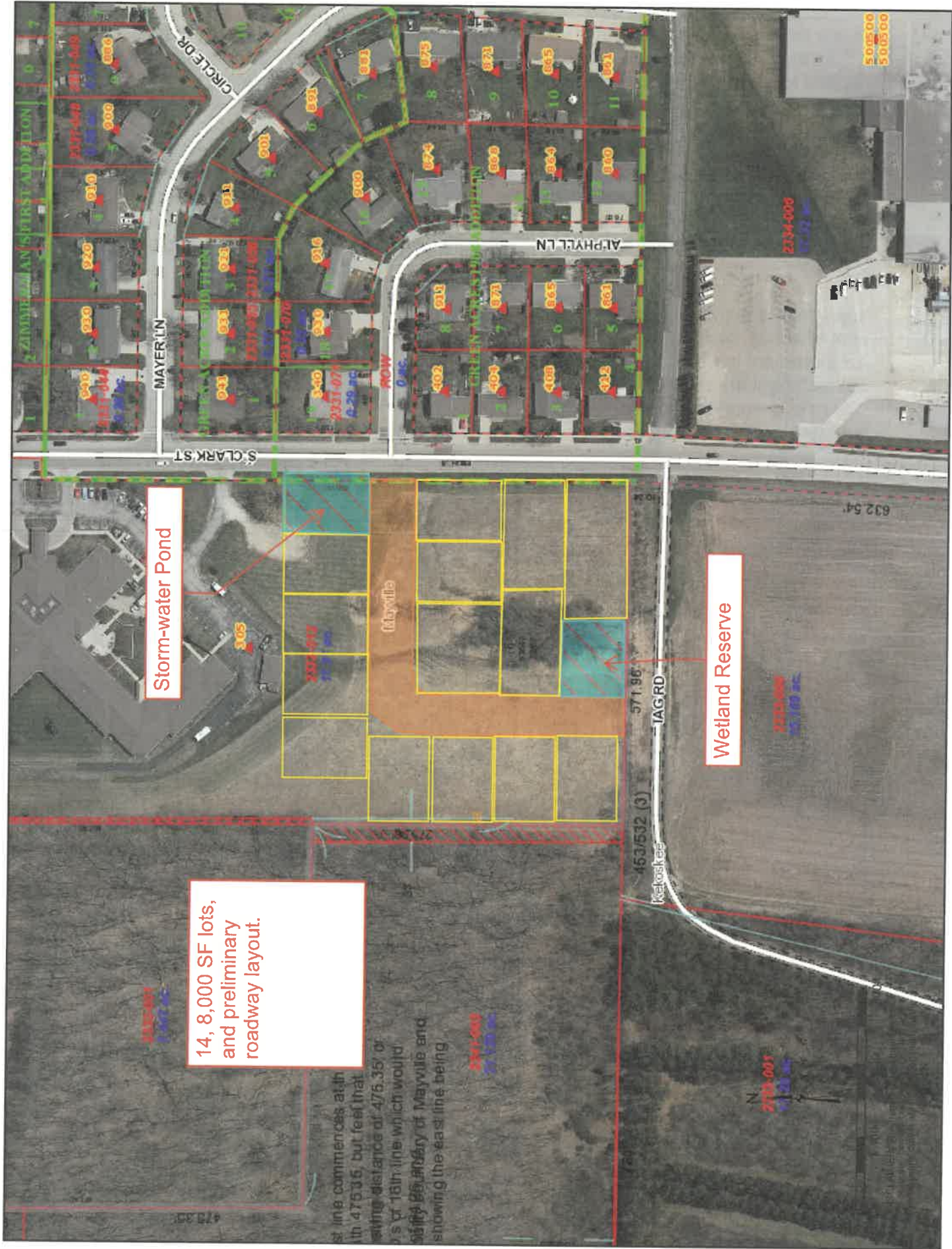


We are requesting conditional approval from the Planning Committee for the creation of a PUD on 5 acres of land located on Clark Street - the southern half of 305 S Clark Street (See the attached lot layout sketch). The preliminary plan of the PUD will include:

- 14 one or two home lots
- required grading, storm-water management, utilities and roadway built by the City of Mayville
- requested setbacks for the lots include a 25' front, 25' rear and a 5' for the sides
- the new roadway to match Alphyll Lane in dimension and construction specifications.

With preliminary approval the developer will work with the City of Mayville to secure the following:

- adjustments to the TID district as required
- cost effective roadway construction
- tax increment increase calculations
- development agreement
- other necessary documents
- final review of lot and zoning requirements with the planning committee.



Storm-water Pond

Wetland Reserve

14, 8,000 SF lots,
and preliminary
roadway layout.

st line commences at the
th 476.05, but feel that
of 18th line which would
city boundary of Mayville and
showing the east line being

Dodge County, WI

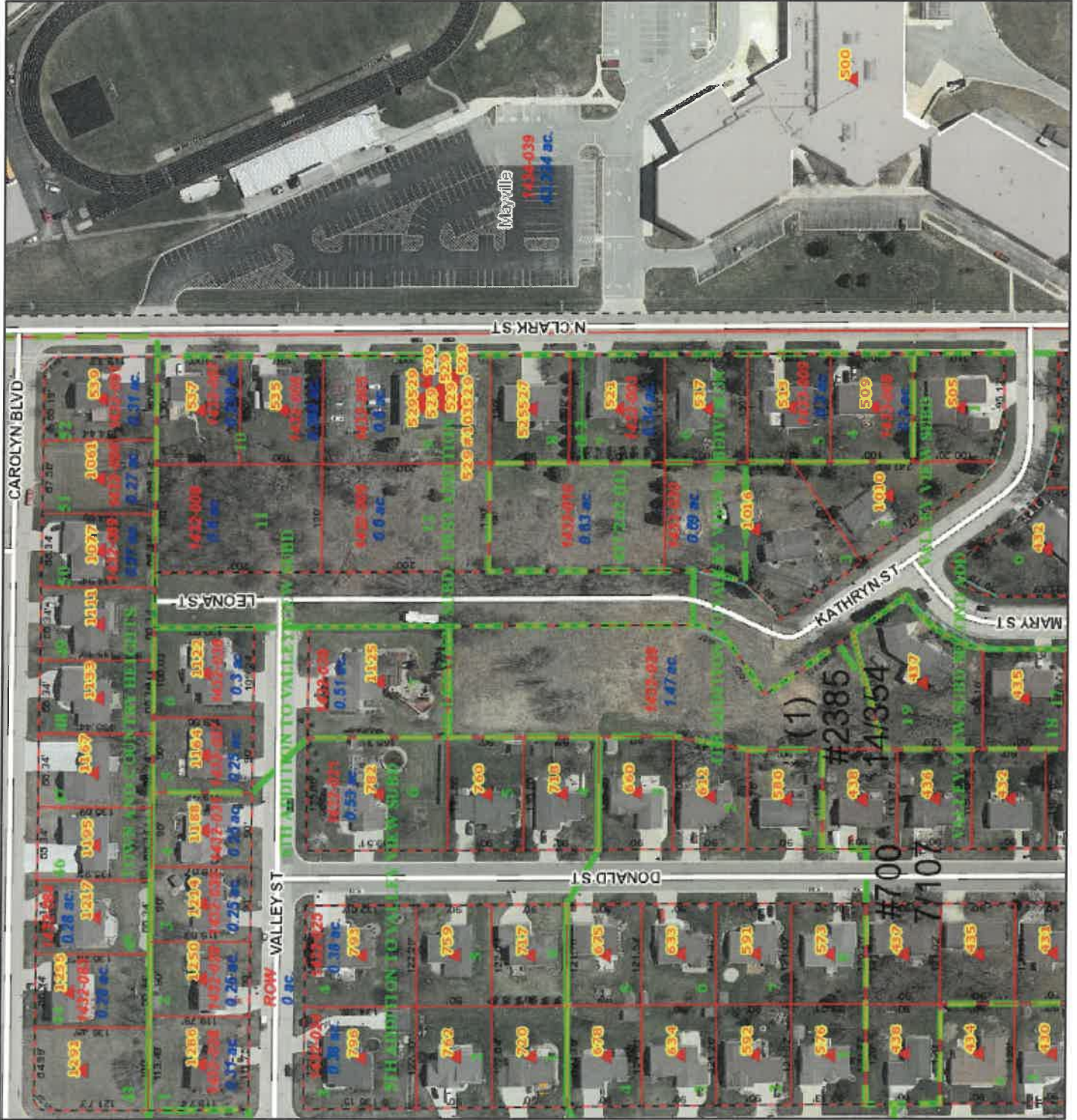
Legend

- Parcels
- Parcel Labels
- CSM Boundaries
- CSM Lots
- Sub and Condo Lots
- Subdivisions and Condo Boundaries
- Encumbrances
- ROW
- Address Points
- Address Labels
- Driveways
- Building Footprints
- Misc Lines
- Cities and Villages (scale below 30K)
- Towns
- Sections
- State Roads
- County Roads
- Federal Roads
- Interstates
- Centerline
- Railroads
- Rivers and Streams
- Lakes and Rivers
- Horicon Marsh
- Surrounding Counties



DISCLAIMER: This map is not guaranteed to be accurate, correct, or complete and conclusions drawn are the responsibility of the user.

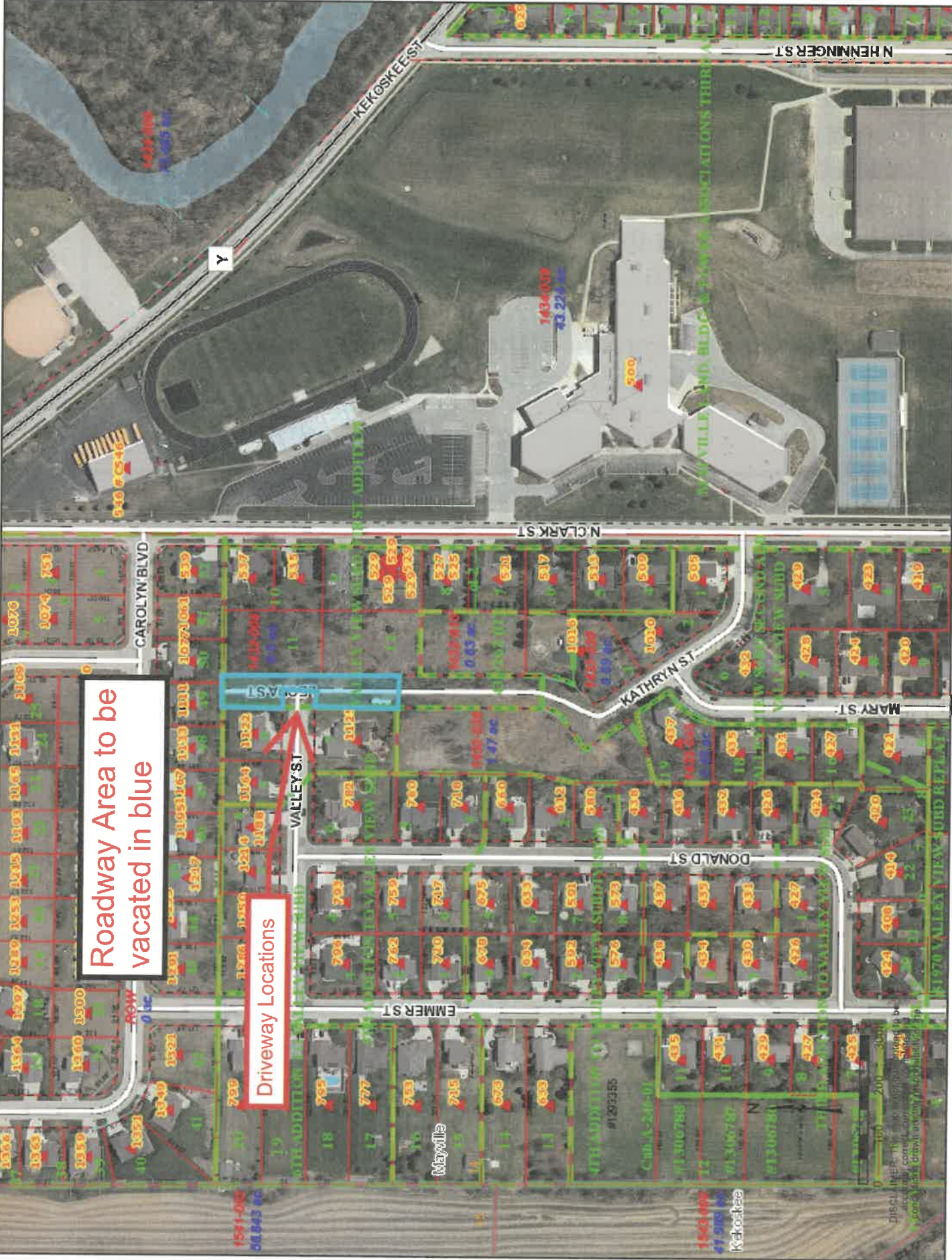
Author:	
Date Printed:	05/22/23 11:21 AM
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North Third of Leona Street Vacation

We are requesting conditional approval from the Planning Committee for the vacation of Leonna Street with the street lands being allocated to adjacent land owners on a pro-rata basis. Additionally we are asking for two driving entrances to serve two lots at the eastern end of Valley Street. See the attached sketch.

With conditional approval of the Planning Committee the City can review the process and costs.



Roadway Area to be vacated in blue

Driveway Locations

N HENNINGER ST

KEKOSKEE ST

N CLARK ST

CAROLYN BLVD

KATHRYN ST

MARY ST

VALLEY ST

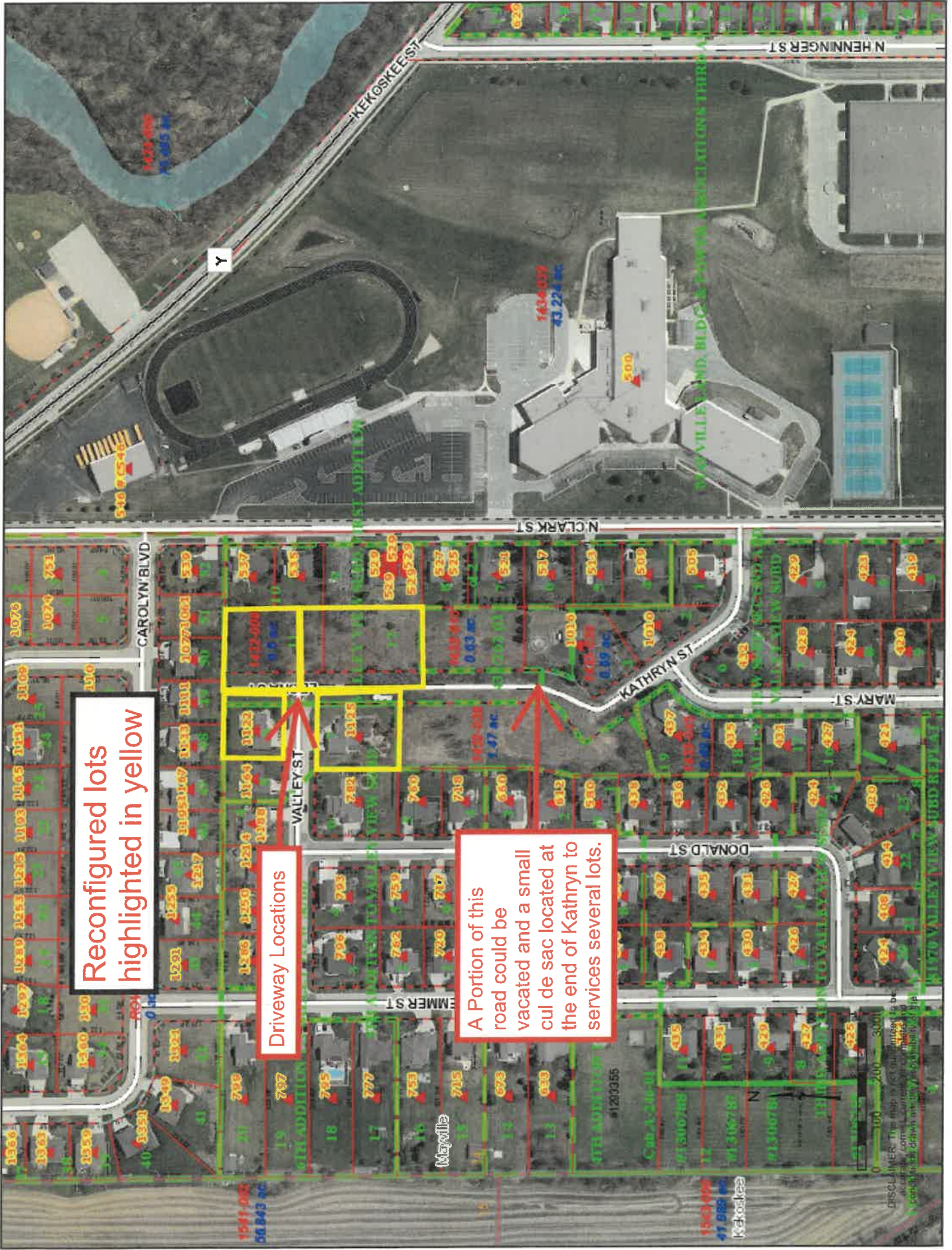
DONALD ST

EMMER ST

Mayville

Keokuk

discipline: this map is for informational purposes only and does not constitute a legal description. please consult a professional surveyor for more information.



Reconfigured lots highlighted in yellow

Driveway Locations

A Portion of this road could be vacated and a small cul de sac located at the end of Kathryn to services several lots.

DISCLAIMER: This map is for informational purposes only. It does not constitute an offer of any financial product or service. Please contact your broker for more information.