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**MEETING:**           **PLANNING COMMISSION**  
**PLACE:**           **Mayville City Hall, 15 S. School Street, Mayville, WI**  
**DATE:**             **July 10, 2023**  
**TIME:**             **5:00 p.m.**

**AGENDA - REVISED**

(A Quorum of Council Members May Be Present)

1. Call to Order and Roll Call.
2. Approve Agenda.
3. **PUBLIC HEARING** – Public Hearing regarding the Conditional Use Permit Application for Matthew Schellinger, 225 Breckenridge Street, Mayville. Parcel #251-1216-2312-013. (See Public Hearing Notice which was Published on June 28, 2023 and July 5, 2023)
4. **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.)*
5. Approve the Minutes of the June 12, 2023 meeting
6. Discussion with Possible Action on Conditional Use Permit Application for Matthew Schellinger, 225 Breckenridge Street, Mayville, Parcel #251-1216-2312-013 Requesting use of Garage/Steel Structure for Martial Arts Business.
7. Discussion, with Possible Action, regarding a Certified Survey Map for current parcels 251-1216-2342-092, located at 259 Oak Street, for Wings over Wisconsin, current owner Mayville Joint School District #5.
8. Discussion, with Possible Action, a potential land sale and development of lot 5 of the replat River Knoll Industrial Park Lot 10, Parcel # 251-1216-1412-011.
9. Discussion, with Possible Action, a potential Building addition located at 1056B North Main Street, parcel #251-1216-1323-015, Owner DJ Legas.
10. Discussion, with Possible Action, Zoning Options for 105 Bridge Street, Parcel #251-1216-2314-021, Owner: Dr. Dan Stevens, Current Zoning: B1- Central Business.
11. Discussion, with Possible Action, Changing the Regular Meeting Time for the Planning Commission
12. 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**  
**June 12, 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, John Gable, Gene Frings, Merlin Kahlhammer

Members absent: Broc Fleischer, Joseph Tillman

2. Approve Agenda.

Motion made by Guinn, seconded by Frings, to approve the agenda. A motion was made Gable, Seconded by Kahlhammer, to table agenda item number 7 until next month. Voice vote taken on revising the agenda and motion passed 5-0. A voice vote was then taken to approve the agenda and motion passed 5-0.

3. Citizen Comments

Bill Linzenmeyer was in attendance to discuss agenda number 9.

Keith Lodahl was in attendance to express his support for his neighbor (Michael Hilbert) and to make himself available if the Planning Commission had any questions.

4. Approve the Minutes of the May 8, 2023 meeting

Motion made by Kahlhammer, second by Shoemaker, to approve the May 8<sup>th</sup> meeting minutes. Voice vote taken and motion passed 5-0.

5. Discussion, with possible action, on Certified Survey Map for current parcels 251-1216-2422-071 and 251-1216-2422-069, located at 210 N. German Street, owner Michael and Darlene Hilbert.

Michael Hilbert was in attendance to discuss the merging of his two parcels. It was noted that as part of his plan to build a detached garage on the vacant parcel that he owns he needed to combine the parcels to be in compliance with city ordinances. Kahlhammer made a motion, seconded by Frings, to recommend to Common Council for approval. Roll call taken and motion passed 5-0.

6. Discussion regarding a proposed storage development in the River Knoll Industrial Park.

Cameron Butler was in attendance to discuss his company's (Self-Stor) proposal to build a storage facility in the River Knoll Industrial Park. Cameron stated that his proposed development was tailored toward a commercial customer. The proposed storage units would

be larger in size and would have electrical service that would be provided. Cameron stated that he was exploring several site options and was looking to get any input/direction from the city on what they may be open to. It was mentioned that as part of a potential phase 2 they would potentially be looking to include heating for the units. When asked about how many units that they would be looking to build Cameron stated that the number had not yet been set and would be partially dependent on the site that was chosen. The typical building that they build is 12,000 square feet in size with the units contained within varying in size to fulfill needs. They typically get 15 to 19 units per building and they would be looking to start with 2 buildings. The mayor noted that in some of the potential build areas there was not sufficient infrastructure to support some of the needs. It was noted that there is currently a storage facility that is being built in the industrial park and that the property had other intended uses. No action was taken.

7. Discussion, with Possible Action, a potential land sale and development of lot 5 of the Replat River Knoll Industrial Park Lot 10, Parcel # 251-1216-1412-011.

Agenda item was tabled

8. Discussion regarding a Potential Residential Development Located at the South Five (5) Acres of 305 S. Clarke Street, Parcel #251-1216-2323-012.

Kory Krieser was in attendance to provide the commission with additional information and give an update regarding the potential development. Kory stated that they were looking at how the road for servicing the development could be built. He stated that due to the size of the proposed development (14 lots) that it would be hard to build the road using traditional TIF financing. He stated that going the TIF financing route would cause the reimbursement from the City to be taxed and that it wipe out any margin that they would potentially receive as part of the project. Kory did state that they would be open to a Public/Private partnership to finance the project. Another option that Kory put out there was to simply divide the proposed development area into 4 lots that would face Clark Street and no additional infrastructure would be needed. This option would also not need any financial assistance or contribution from the City. Kory left the information with the Commission to consider before further discussion is had with the City.

9. Discussion, with Possible Action, regarding a proposed alternate to Potential Residential Development located along the Leona Street Right of Way.

Kory Krieser was present to discuss again a proposed development of 2 lots along the North end of the Leona Street right of way. He wanted to discuss an alternate to vacating the North end of the Leona Street right of way. He provided exhibits showing the potential installation of 2 driveways off the end of Valley Street to the lots on the east side of the Leona Street right of way. He also stated that access easements could be created to clarify maintenance costs and other items needed. They would also be looking to do a property survey to revise the location of the property line between the two parcels. Kory did state that they did have some interest from people potentially looking to build a duplex or single-family house. Bill Linzenmeyer was on hand to state his concern regarding parking and the additional traffic the proposed development would have. After further discussion it was decided to continue

with the right of way vacation process.

10. Adjournment.

Motion made by Kahlhammer, second by Frings, to Adjourn the meeting at 6:01 PM.  
Motion passed 5-0

Meeting Minutes prepared by Nick Chikowski



15 South School Street, PO Box 273, Mayville WI 53050  
Phone: 920.387.7900 Fax: 920.387.7919  
[WWW.MAYVILLECITY.COM](http://WWW.MAYVILLECITY.COM)

June 20, 2023

**Conditional Use Request – 225 Breckenridge Street**  
**Parcel No. 251-1216-2312-013**

To Whom It May Concern:

Please be advised that a Conditional Use Permit has been applied for with the City of Mayville for 225 Breckenridge Street/Parcel No. 251-1216-2312-013. As you are an owner of a property that is adjacent, you are being directly notified of this request. A copy of the application is enclosed for your reference. There will a public hearing during the July 10, 2023 Planning Commission meeting, 5:00 PM, Mayville City Hall – 15 S School Street. You have a right to attend this hearing to add any input.

Thank you for your attention to this matter.

Sincerely,

Anastasia Gonstead  
City Clerk  
City of Mayville  
[cityclerk@mayvillecity.com](mailto:cityclerk@mayvillecity.com)  
15 S School St, Mayville, WI 53050  
(P) 920-387-7900 ext 1203  
(F) 920-387-7919

Enclosure(s)

cc: Nicholas Chikowski (Planning/Engineering) – Via Email

PAID

JUN 09 2023

CITY OF MAYVILLE

CITY OF MAYVILLE  
CONDITIONAL USE PERMIT APPLICATION

INSTRUCTIONS

Applications are to be filed with the Building Inspector, and he/she shall refuse applications that are not complete or that are not legible.

NAMES AND ADDRESSES

Applicant: Matthew Schellinger

Owner of the Site: Matthew Schellinger

Architect or Engineer: \_\_\_\_\_

Contractor: \_\_\_\_\_

Property Owners Adjacent and Opposite: \_\_\_\_\_

Steve Roeker 215 Breckenridge St, Mayville

Jean Pieper 368 N John St, Mayville

DESCRIPTION OF SUBJECT SITE

Address: 231 Breckenridge St Parcel No. 251-1216-2312-013

Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

Metes and Bounds description: W 3 RDS 49.5' of E 1/2 LOTS 23 & 24

BLK 27 Towers ADD B-3 NEIGHBORHOOD DISTRICT

Zoning District Classification ~~G2~~ Neighborhood District

Description of Existing Operation or Use: garage steel structure building

Description of Proposed Operation or Use: Small business fitness center

Number of Employees: 0  
Type of Improvement: Adding water and sewage

**ATTACHMENTS**

The following items shall be attached to this application:

**PLAT OF SURVEY** prepared by a registered land surveyor showing location, elevations, uses, and size of the following: subject site, existing and proposed structures, existing, and proposed easements, streets and other public ways, off street parking, loading areas and driveways, existing highway access restrictions, existing and proposed street side and rear yards. In addition, the survey shall show the location elevation and use of any abutting lands and their structures within forty (40) feet of the subject site.

**PROPOSED DEWAGE DISPOSAL PLAN** if municipal sewerage service is not available. This plan should be prepared after consultation with the Mayville Water and Wastewater Utilities Director and shall be approved by an Engineer registered in the State of Wisconsin who shall certify in writing that satisfactory, adequate, and safe sewage disposal is possible on the site as proposed by the plan in accordance with applicable local, county, and state regulations.

**PROPOSED WATER SUPPLY PLAN** if municipal water service is not available. This plan shall be prepared after consultation with the Mayville Water and Wastewater Utilities Director and shall be approved by an Engineer registered in the State of Wisconsin, who shall certify in writing that an adequate and safe supply of water will be provided.

**ADDITIONAL INFORMATION** as may be required by the Planning Commission, Extraterritorial Zoning Commission or Building Inspector.

**REASON FOR REQUESTING A CONDITIONAL USE**

To open my business



**CERTIFICATE**

I hereby certify that all the above statements and attachments submitted hereto are true to the best of my knowledge and belief.

Applicant [Signature]  
(signature)

Address 231 Breckenridge Street

City, State, Zip Mayville, WI 53050

Date 4-19-2023

Date application Filed: 4/19/23

Fee Submitted 6/9/23

\*\*\*\*\*

Dates Notice Published 6/28/23 7/5/23

Dates Notice Mailed 6/20/23

Public Hearing Date 7/10/23

**APPROVAL OR REFUSAL**

Date Permit (Issued, Denied) \_\_\_\_\_

Building Inspector \_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)

(Attach applicable minutes)

**NOTES:**

**PERMIT MAY BE REVOKED** without notice if misrepresentation of any of the above information or attachments is found to exist.

**PERMIT IS NULL AND VOID** if issued in error. It is understood that any permit issued on this application will not grant any right or privilege to erect any structure or to use any premises for any purpose that is prohibited by the Zoning Ordinance or any other state or local laws.

**CHANGES** in the plans or specifications submitted in the original application shall not be made without prior written approval of the Zoning Administrator.



# Dodge County, WI

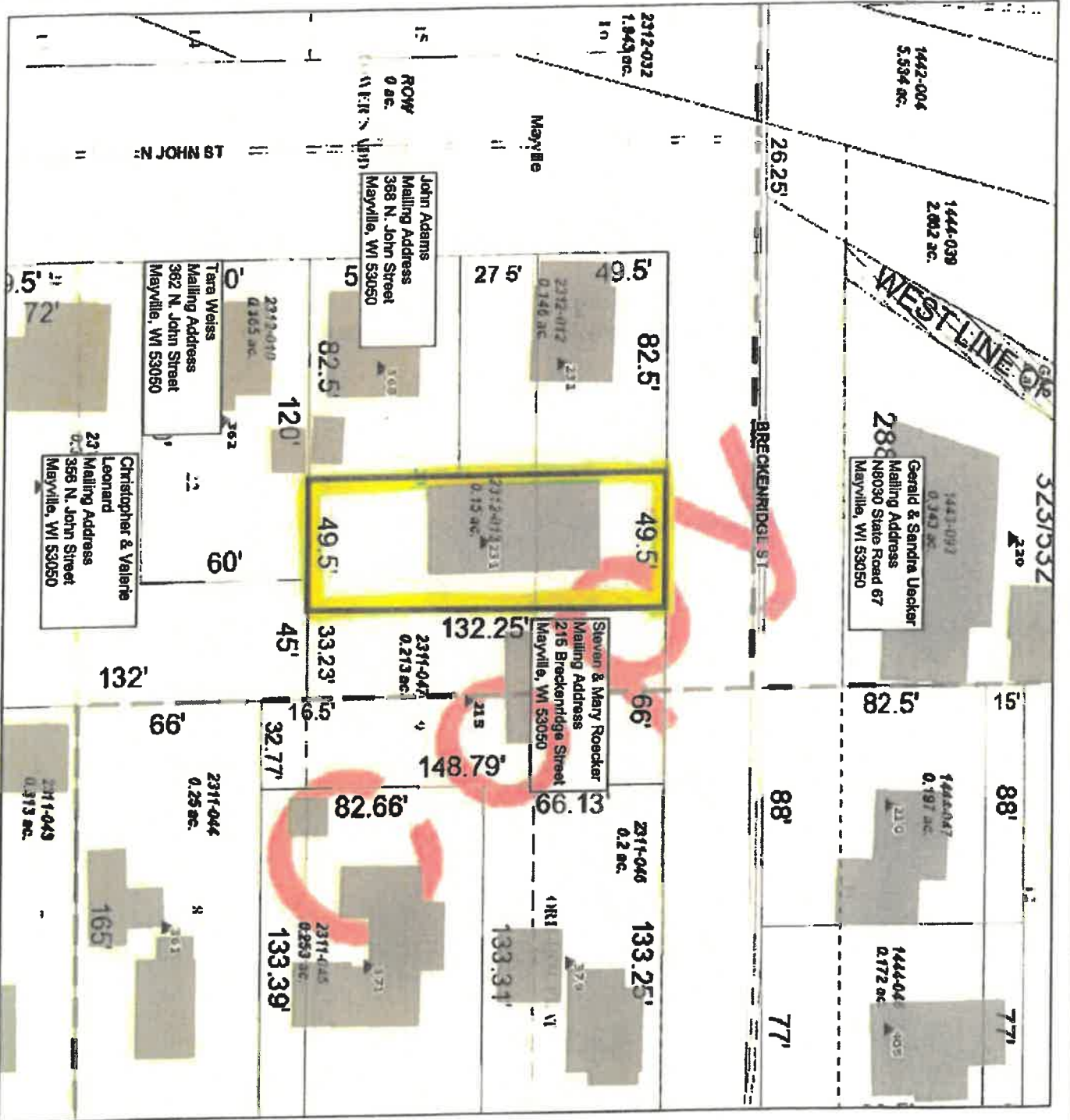
## Legend

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

Author	
Date Printed	08/23/2016 AM
Map Title	



**CONDITIONAL USE HEARING  
PUBLIC NOTICE  
CITY OF MAYVILLE**

The City of Mayville Planning Commission will meet on July 10, 2023 at 5:00 p.m. at the Mayville City Hall, 15 South School Street, Mayville, Wisconsin, to consider the request of Matthew Schellinger, to use his garage/steel structure building for his martial arts business located at 225 Breckenridge Street in the City of Mayville. Parcel #251-1216-2341-030. Zoning of the property is B-3, Neighborhood Business.

Any persons wishing to be heard are invited to attend.

John Guinn, Mayor  
Chairman of Planning Commission

Published June 28, 2023 & July 5, 2023

Copy

GERALD & SANDRA UECKER  
N8030 ST RD 67  
MAYVILLE WI 53050

STEVEN & MARY ROECKER  
215 BRECKENRIDGE ST  
MAYVILLE WI 53050

JOHN ADAMS  
368 N JOHN ST  
MAYVILLE WI 53050

TARA WEISS  
362 N JOHN ST  
MAYVILLE WI 53050

CHRISTOPHER & VALERIE  
LEONARD  
356 N JOHN ST  
MAYVILLE WI 53050



15 South School Street, PO Box 273, Mayville WI 53050  
Phone: 920.387.7900 Fax: 920.387.7919  
[WWW.MAYVILLECITY.COM](http://WWW.MAYVILLECITY.COM)

June 20, 2023

**Conditional Use Request – 225 Breckenridge Street**  
**Parcel No. 251-1216-2312-013**

Dear Mr. Schellinger:

Please be advised the Conditional Use Permit you have applied for with the City of Mayville for 225 Breckenridge Street/Parcel No. 251-1216-2312-013 will have a public hearing during the July 10, 2023 Planning Commission meeting, 5:00 PM, Mayville City Hall – 15 S School Street. Please be in attendance for this meeting.

Thank you for your attention to this matter.

Sincerely,

Anastasia Gonstead

**City Clerk**

City of Mayville

[cityclerk@mayvillecity.com](mailto:cityclerk@mayvillecity.com)

15 S School St, Mayville, WI 53050

(P) 920-387-7900 ext 1203

(F) 920-387-7919

cc: Nicholas Chikowski (Planning/Engineering) – Via Email

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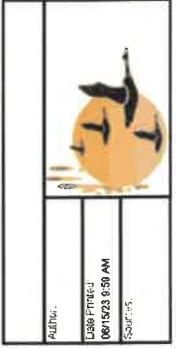
# Dodge County, WI

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**MORPH DESIGNS, LLC**  
 Commercial & Residential  
 Evaluating & Structural  
 Design Services  
 Phone: 702-442-1773  
 email: morphdesigns@gmail.com

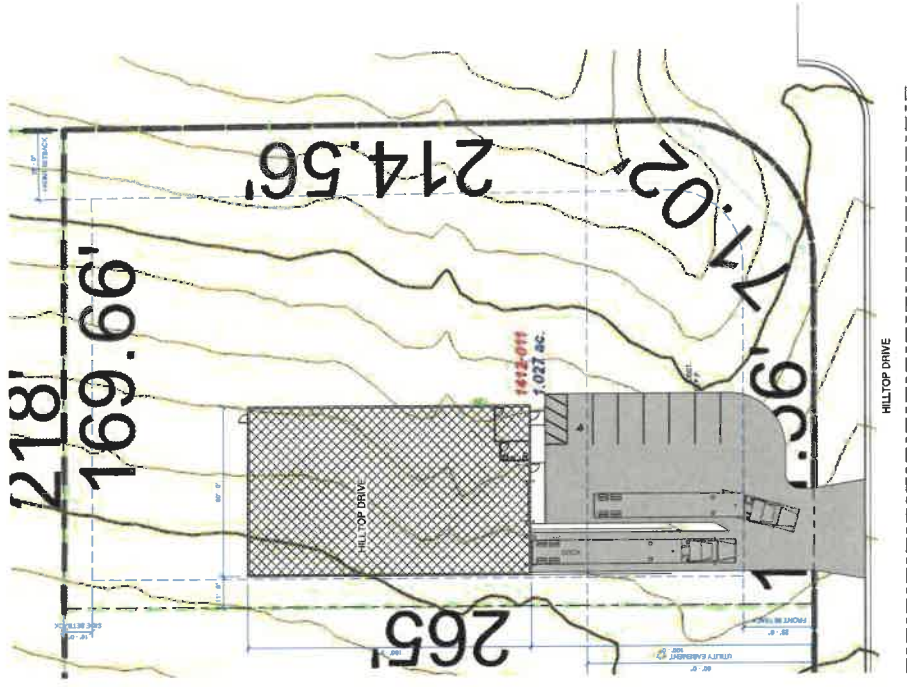
**PRELIMINARY**

**SUPREME FORAGE PLUS**  
**NEW BUILDING**  
 NW CORNER HILLTOP DRIVE & MALLARD DRIVE

**SHEET TITLE**  
 EXISTING CONDITIONS SITE PLAN

**PROJECT DATA**  
 DATE:  
 JOB NUMBER:  
 SHEET NUMBER:

**C-101**



M4 ZONING

**SCHEMATIC SITE PLAN**  
 SCALE: 1" = 20'-0"



**NOT FOR CONSTRUCTION**

COMPANY LOGO & TITLE IN A COPYRIGHTED PLAN AND IN THE EXCLUSIVE PROPERTY OF MORPH DESIGNS, LLC. IT MAY NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION OF MORPH DESIGNS, LLC.



# 46x20 Shop Addition Proposal

## Name / Address:

DJ Legas  
1056B N Main St.  
Mayville, WI 53050  
(262)370-1672  
[djl@nw-cable.com](mailto:djl@nw-cable.com)

## Building Dimensions:

Width – 46'  
Length – 20'  
Wall Height – 12'  
Total square feet – 920  
Roof Pitch – 4/12

**Description:** We propose to furnish all materials and perform all labor necessary to complete the following:  
Stud Frame shop addition set on concrete grade beam per layout with customer

## Concrete:

- Concrete Grade beam
  - 5" concrete floor with 12" x 12" grade beam
    - No foam insulation figured
  - Custom formed 26' trench drain
    - Grates by others
  - Standard truck access required (No concrete pump figured)
  - Vapor barrier – 6 mil
  - ½" rebar 4' on center throughout interior of slab both directions
  - Standard sealer
  - Saw cut

## Shop Addition:

- Remove existing metal from eave at new addition (No dumpster included)
- Trusses 4'O.C. –
  - Shop addition ridge line to run perpendicular to existing roof line
    - Valley set to be used to connect to existing roof -line
  - Flat ceiling
  - 12" overhang all sides
  - 12" heel
- Main structure
  - (1) Treated 2x6 bottom plate with sill seal
  - (2) 2x6 top plates
  - 2x6 stud frame exterior walls
  - 2x4 purlins & nailers 24" O.C.
  - 2x4 truss bracing (catwalk)
  - 2x6 roof bracing
  - 2x6 fascia with 12" center vented soffit
  - Single bubble condensation barrier to be used on roof or Condensstop Steel
  - House wrap to be used on walls
  - Rat Guard around perimeter
  - 3' Wainscot all sides
  - Install #1-40yr G-Rib (exposed fastener screw - 2") panel roof metal – 28 ga
    - Roof metal screwed through the rib
  - Install #1-40yr G-Rib (exposed fastener screw – 1 ½") panel side metal – 28 ga
  - Install #1-40yr G-Rib (exposed fastener screw – 1 ½") panel 3' wainscot metal – 28 ga
  - Install ridge cap with vented closures
  - Install and trim the following white vinyl windows
    - (3) 4x3 insulated sliding windows
  - Install and trim the following doors:
    - (1) 12'x 10' Overhead Door - CHI 3216 White Insulated Flush Panel (eave)
      - R-Value 17.54

## Prepared by:

### **Ace Construction**

Licensed & Insured  
W4207 State Rd. 49  
Brownsville, WI 53006  
(920)-238-1968

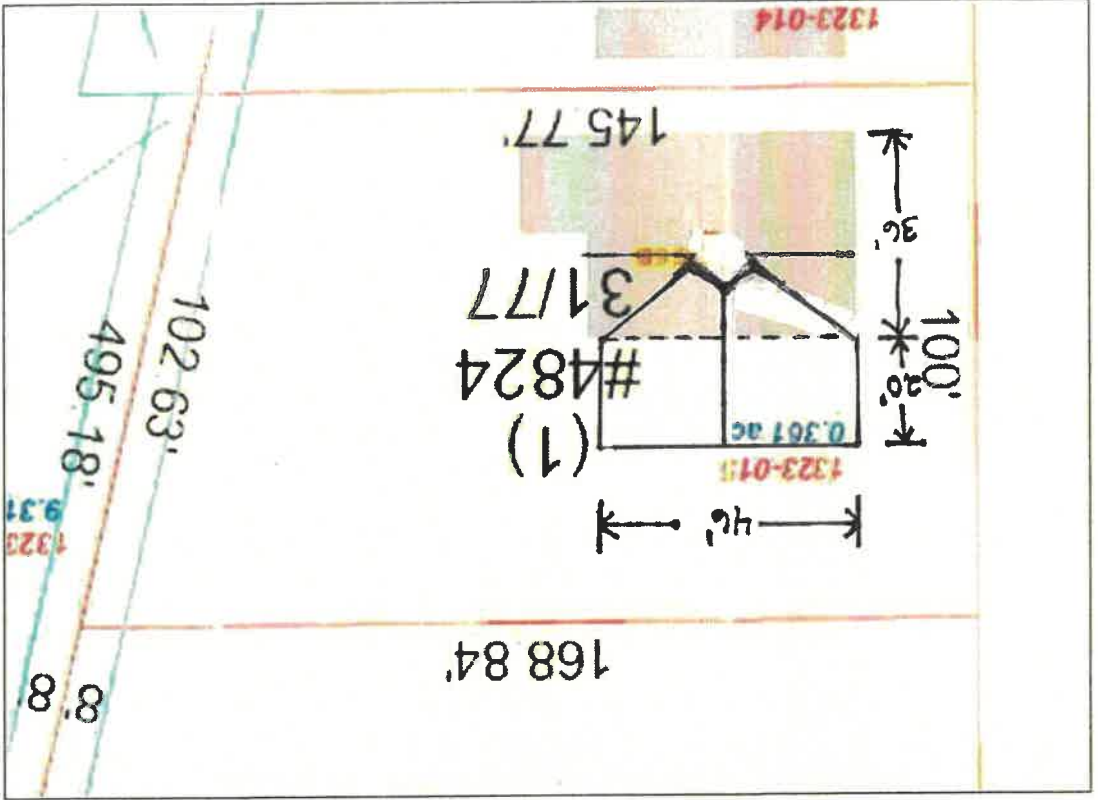
- (3) Windows
- Standard Opener included (mounted only)
- (1) Plyco 20 white commercial flush panel service door w/lockset in common wall at window location
  - No Window
  - Foam filled jamb
  - Right hand In-Swing
- (1) Plyco 20 Series white commercial flush panel service door w/lockset
  - ½ Glass Window
  - Foam filled jamb
  - Left hand In-Swing

**Prepared by:**

**Ace Construction**

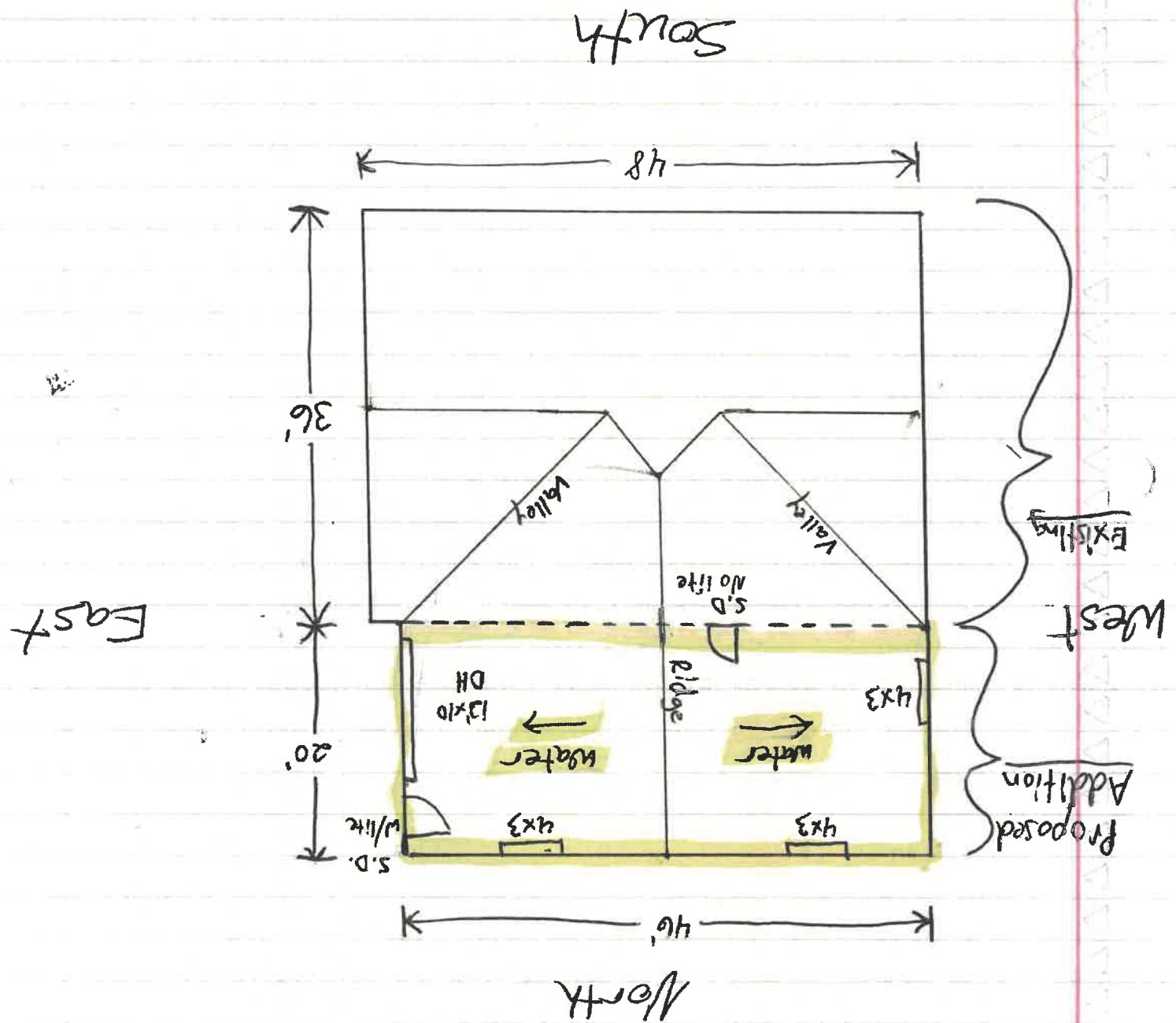
Licensed & Insured  
W4207 State Rd. 49  
Brownsville, WI 53006  
(920)-238-1968

DJ Legas  
1056B N Main St.  
Mayville, WI 53050  
46'x20' addition



DT Legas

Highlighted box = Addition



City of Mayville, WI  
Wednesday, July 5, 2023

## Chapter 430. Zoning

### Article V. Basic District Regulations

#### § 430-40. B-1 Central Business District.

A. Intent. The B-1 Business District is intended to provide for orderly, appropriate regulations to ensure the compatibility of the diverse uses typical of the "downtown" area without inhibiting the potential for maximum development of commercial, cultural, entertainment, and other urban activities which contribute to its role as the "heart" of the City.

B. Principal uses. The principal uses are as follows:

- Antique and collectors stores
- Apparel repair
- Automotive parts store
- Bakeries
- Banks, savings and loan associations, and other financial institutions
- Barbershops
- Bars and taverns
- Beauty shops
- Bookstores
- Bowling alleys
- Business offices
- Camera and photographic supply stores
- Caterers
- Clinics
- Clothing stores
- Confectioneries
- Delicatessens
- Dental clinics
- Department stores
- Drugstores
- Fish markets
- Florists
- Fraternities
- Fruit stores
- Furniture stores
- Furriers and fur apparel

Gift stores  
Grocery stores  
Hardware stores  
Hobby and craft stores  
Jewelry stores  
Lodges  
Meat markets  
Music stores  
Newspaper and magazine stores  
Optical stores  
Packaged beverage stores  
Paint, glass and wallpaper stores  
Pet shops  
Photography and art studios  
Professional offices  
Public utility offices  
Radio and television stores  
Restaurants  
Secondhand stores  
Self-service laundries and dry-cleaning establishments  
Shoe repair stores  
Shoe stores and leather goods stores  
Soda fountains  
Sporting goods stores  
Stationery stores  
Supermarkets  
Theaters  
Tobacco stores  
Variety stores  
Vegetable stores

C. Permitted accessory uses. Permitted accessory uses are as follows:  
[Amended by Ord. No. 763-92]

- (1) Attached garages for storage of vehicles used in conjunction with the operation of the business or for the occupants of the premises.
- (2) Rental efficiency and one-bedroom apartments on a nonground level, provided that there shall be a minimum floor area of 400 square feet for an efficiency apartment, 500 square feet for a one-bedroom apartment, and 600 square feet for a two-bedroom apartment.

D. Conditional uses. Conditional uses are as follows: hotels; motels; medical clinics; dance halls; crematory services; gasoline service stations; automobile and truck rental services; automobile washing; veterinary clinics (provided that no service, including the boarding of animals, is offered outside of an enclosed building); utilities and essential services; new and used automobile agencies; aircraft and marine craft sales and the sale of tires, batteries and other automotive, marine and aircraft accessories; radio and television transmitting and receiving stations; detached garages for storage of vehicles used in conjunction with the operation of the

business or for the occupants of the premises; and churches. Bus depots are permitted as conditional uses provided that all principal structures and uses are not less than 100 feet from any residential district lot line.

[Amended by Ord. No. 910-2000]

- E. Lot area and width. Lot area and width requirements are as follows:
- (1) Minimum lot area: 4,000 square feet.
  - (2) Minimum lot width: 40 feet.
- F. Building height. Building height requirements are as follows: no building or parts of building shall exceed 45 feet in height.
- G. Setbacks and yards. Setback and yard requirements are as follows:
- (1) No minimum setback shall be required.
  - (2) No minimum side yard is required between structures and the lot line or between adjacent structures; however, where a side yard is provided, it shall be not less than eight feet in width.
  - (3) There shall be a rear yard of not less than 25 feet.
  - (4) Where Building Code requirements mandate setbacks greater than stipulated in this section, they shall apply.<sup>[1]</sup>
- [1] *Editor's Note: See Ch. 164, Building Construction.*
- H. Site plans. Every builder of any building hereafter erected or structurally altered for use in the business district shall, before a building permit is issued, present detailed site plans pertaining to the proposed structures to the City Plan Commission, which will approve said plans only after determining that the proposed building will not impair an adequate supply of light and air to adjacent property or substantially increase the danger of fire or traffic congestion or otherwise endanger the public health or safety or substantially diminish or impair property values within the Central Business District.



# Dodge County, WI

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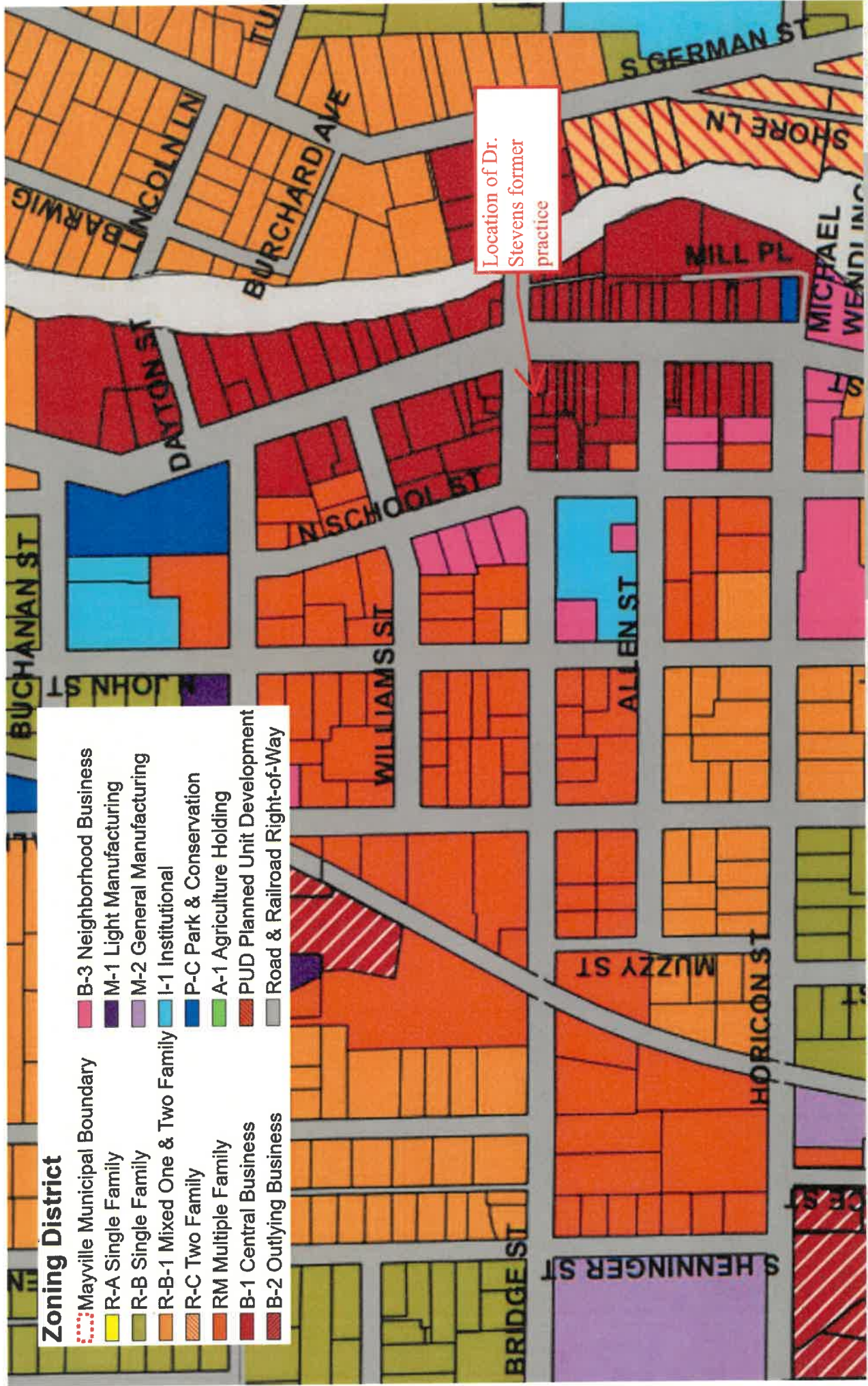


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### Zoning District

-  Mayville Municipal Boundary
-  R-A Single Family
-  R-B Single Family
-  R-B-1 Mixed One & Two Family
-  R-C Two Family
-  RM Multiple Family
-  B-1 Central Business
-  B-2 Outlying Business
-  B-3 Neighborhood Business
-  M-1 Light Manufacturing
-  M-2 General Manufacturing
-  I-1 Institutional
-  P-C Park & Conservation
-  A-1 Agriculture Holding
-  PUD Planned Unit Development
-  Road & Railroad Right-of-Way



Location of Dr. Stevens former practice