

SPECIAL PLANNING COMMISSION MINUTES

Mayville City Hall, 15 S. School Street, Mayville, WI

January 17, 2017

1.) **Call to Order and Roll Call.**

Meeting called to order at 5:00PM

Members Present: Bob Smith, Rob Boelk, Dolores Neumeyer, Merlin Kahlhamer, and John Gable.

Absent: Arlitt Del Ponte, D.J. Legas

Others present: Kevin Parish (Quam Engineering), Jesse Van Boxtel (Millennium), Dylan Seymor (Millennium), Samantha Teeters (Dodge County Pionier)

2.) **Approve Agenda.**

Motion by Smith, second by Gable to approve agenda. Motion carried 5-0.

3.) **Approve the Minutes of the September 28, 2016, meeting.**

Motion by Smith, second by Gable to approve minutes of the September 28, 2016 meeting. Motion carried 5-0.

4.) **Citizen Comments**

None.

5.) **Discuss/Approve Site Plan Review for Mayville Assisted Care Development on Breckenridge Street, Parcel #251-1216-2322-072.**

Nathan Kempke stated the parcel is zoned as RM Multiple Family and the assisted living facility is a conditional use for the zoning – a conditional use permit has been completed and copies were provided for the Commission members. Jesse Van Boxtel from Millennium gave a brief overview of the project mentioning the building square footage, number of units, number of employees, building materials, and building entrances. Dolores Neumeyer asked about the units and Van Boxtel replied that each of the units would have a bedroom, kitchen, and bathroom along with common areas in the building for group activities. Van Boxtel stated that the facility would be accessed using the private road connecting from Breckenridge Street. Merlin Kahlhamer expressed concern about the 8' depth of the detention pond and kids getting to the pond. John Gable stated he has a similar concern. Kevin Parish from Quam stated the pond depth was sized appropriately in order to contain runoff from the facility. He added that there is a 10' shelf for safety around the pond, the pond is set back about 20' from the sidewalk and the pond depth would typically be around 4'. Bob Smith asked about the use of barriers such as stone around the pond. Van Boxtel replied that the stone itself would become a hazard and after the pond has growth of weeds, they will discourage people from approaching the pond. Rob Boelk expressed concern about the water in the pond being stagnant and attracting mosquitos and whether a system should be considered to keep the water moving. Van Boxtel replied it could be evaluated. Van Boxtel stated the schedule for the project was to start construction as soon as the weather allows and open the facility by the end of 2017. Van Boxtel stated there will be levels of care at the facility up through memory care, but there will be no full-time nursing. Kempke gave a summary of his

notes from reviewing the site plan. He stated the building height, driveways, number of parking spaces, and lighting were in compliance with City Ordinances. Police and Fire also reviewed the site plan and saw no issues with the layout. The utilities - water and sewer - will connect off of Breckenridge Street. He added that a storm water plan was submitted and requested that the City be given copies of the DNR approval and permits for the storm water plan. He added that there were three issues with the plans that should be resolved: the parking spaces shown were too small to be in compliance with Ordinances (162 SF rather than 180 SF), the property lines on the plans looked inaccurate, and there was no signing plan submitted. He suggested making the parking spaces 10' wide to be in compliance with the Ordinances and resubmitting a plan with revised property lines so setbacks could be confirmed.

Motion by Smith, second by Kahlhamer to approve the site plan contingent on engineer approval that the site plan is revised to show parking spaces revised to 180 SF, property lines are corrected with proper setbacks according to Ordinances, plans for the signing are submitted with all signs conforming to City Ordinances, and a 24-month time frame is in place to allow the Council to determine if treatment such as aeration should be implemented in the detention basin. Motion carried 5-0.

6.) Adjournment.

Motion made by Smith, second by Gable to adjourn. Motion carried 5-0. Meeting adjourned at 5:45 p.m.

Minutes prepared by Nathan Kempke