

**PLANNING COMMISSION MINUTES**  
Mayville City Hall, 15 S. School Street, Mayville, WI  
August 17, 2016

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

Meeting called to order at 5:00PM

Members Present: Bob Smith, Rob Boelk, Arlitt Del Ponte, D.J. Legas, Dolores Neumeyer, Merlin Kahlhamer, and John Gable.

Absent: None.

Others present: Dave Uttech, Alan Gillette, Dan Moldenhauer, Ginger Thew, and James Underberg.

**2.) Approve Agenda.**

Motion by Kahlhamer, second by Del Ponte to approve agenda. Motion carried 7-0.

**3.) Citizen Comments**

None.

**4.) Approve the Minutes of the July 27, 2016, meeting.**

Motion by Neumeyer, second by Gable to approve minutes of the July 27, 2016 meeting. Motion carried 7-0.

**5.) Discuss/Approve Site Plan Review for Lake Country Corporation, parcel #251-1216-1413-008.**

Dave Uttech from Keller gave a brief overview of the proposed site plan. He mentioned the square footage of the building and the CMU/architectural panels that will be used on the outside of the building. He also discussed the storm water drainage system keeping all runoff on site in a detention pond along the west side of the building as well as the landscaping along the east side of the building. Nathan Kempke went through a list of items comparing the proposed site plan with the City ordinances - the site plan was in compliance with ordinances regarding: setbacks, parking space requirements, building height, signing, and storm water management. The only issue with the ordinances was the proposed 30' and 26' driveways exceeded the ordinance maximum of 24', however Kempke stated that the extra width was likely to accommodate trucks turning to/from the site. Don Neitzel stated the ordinance for driveway width was more general and doesn't really consider industrial sites. He also added that it was likely that other developments within the industrial park have driveways wider than 24' to accommodate trucks. Rob Boelk recommended revising the ordinance to add language covering driveway widths for industries.

Motion by Kahlhamer, second by Legas to approve the site plan as submitted, including the width of the driveways. Motion carried 7-0.

**6.) Discussion with possible action regarding draft agreement for storage shed development within River Knoll Industrial Park.**

Don Neitzel stated that he had met with the developer and they came up with terms for a draft development agreement. Neitzel gave the terms to the city attorney to put together a draft development agreement and the attorney had not submitted that draft as of the start of the meeting. Neitzel did provide details of the agreement: the land area would be 3 Acres and would try to avoid the utility easement area, the cost of the land would be \$6,000/Acre, and the owner would be given first right of refusal for adjacent parcels. Neitzel added that the wetland area to the west of the property would likely be added onto the park parcel to the west. Rob Boelk asked about compensation for the farmer currently using the land. Neitzel responded that the farmer is getting ready to bail the hay and the lease agreement should be checked to determine an assessed land value. Bob Smith asked how the Commission can take action without having the draft agreement to review. John Gable added that without taking action, the developer would be delayed.

Motion by Smith, second by Boelk to approve the draft development agreement subject to approval of the draft agreement and the CSM by the engineer with a recommendation to Council without the attorney draft agreement. Role call vote was taken; Motion carried 7-0.

**7.) Adjournment.**

Motion made by Kahlhamer, second by Neumeyer to adjourn. Motion carried 7-0. Meeting adjourned at 5:23 p.m.

Minutes prepared by Nathan Kempke