

PLANNING COMMISSION MINUTES
Mayville City Hall, 15 S. School Street, Mayville, WI
July 27, 2016

1.) Call to Order and Roll Call.

Meeting called to order at 5:00PM

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

Absent: Rob Boelk, Arlitt Del Ponte, D.J. Legas.

Others present: Jerome Stuetzgen with real estate agent, Sal Okon, and Dan Moldenhauer.

2.) Approve Agenda.

Bob Smith stated the word “revising” in Agenda Item 10 should be replaced with “updating”. Motion by Kahlhamer, second by Neumeyer to approve agenda with the revised wording for Agenda Item 10. Motion carried 4-0.

3.) Citizen Comments

None.

4.) Approve the Minutes of the June 22, 2016, meeting.

Motion by Gable, second by Neumeyer to approve minutes of the June 22, 2016 meeting. Motion carried 4-0.

5.) Discussion with possible action regarding sidewalk on Lina Street.

Nathan Kempke stated that he included minutes in the packets from meetings in July 1980 showing that sections of sidewalk on Lina Street were not installed due to grading issues that were encountered during construction. He also stated that there is currently no language in the ordinance that covers a property owner’s request to the Planning Commission to remove their sidewalk outside of a construction project. Bob Smith said the ordinance does not give the Planning Commission authorization to allow an owner to remove their sidewalk. Don Neitzel pointed out that Section 368-8 C. (4) of the ordinance states that “There are no provisions which allow removal of sidewalk unless a variance is granted by the Council”.

Motion by Gable, second by Kahlhamer to instruct homeowners requesting to remove sidewalk to take the issue to the Council for a variance until ordinance Section 368-8 is revised to include language giving the Planning Commission authorization to allow the removal of sidewalk. Motion carried 4-0.

6.) Discussion with possible action of revised Land Division split for Jerome Stuetzgen, Parcel #048-1216-2811-002, N7947 Bay View Road.

Nathan Kempke referred to the revised sketch for the land split and pointed out that the area of the residential parcel has been decreased from the original 5 Acres presented at the previous meeting to the current 3.31 Acres. Don Neitzel added that the revised division creates 2 contiguous parcels, so no easements are required.

Motion by Smith, second by Kahlhamer to recommend approval of the application for a lot size of 3.31 Acres as shown in the submitted land division request. Motion carried 4-0.

7.) Discussion with possible action regarding the location of storage shed development within the River Knoll Industrial Park.

Nathan Kempke discussed the maps included in the packets showing an aerial photo of the River Knoll Industrial Park and a drawing from the storage shed owner with his preferred locations for the proposed storage sheds. The options are numbered “1” through “4” in order of the owner’s preference for location.

Don Neitzel stated that lots labeled “1” and “2” are the most developable and lot “3” is reserved for possible expansion of an existing development. Lot “4” is a flat area north of the Merwin Oil development that has been used for dumping snow in winter. River Knoll Drive is not paved north of Hilltop Drive, future paving of this road should be looked at so it could be included with the TIF. Until paving is done, temporary paving could be placed to accommodate the development.

Dan Moldenhauer asked if there could be a reduction in the cost of land based on the grading he feels is necessary for his development.

Neitzel responded by saying that a cost deal could be worked out where the west end of the land could be used as a location for fill to be dumped while the owner could buy land in sections. Also, the wetlands adjacent to the creek could be left out of the purchase.

Bob Smith stated that the proposed storage shed development will fall short of the \$1/Acre incentive; however, he would recommend a discount in the purchase price of the land if it is marginal for building - 3 Acres for \$6,000/Acre, as an example.

Neitzel said an agreement and an offer to purchase could be pulled together and it could include a first refusal right on land adjacent to the purchased land. He also added that the cost of survey has typically been split for parcels sold in the area.

Motion by Smith, second by Kahlhamer for the director of development to create a draft development agreement with the terms that have been discussed and bring the agreement to the Planning Commission for review. Motion carried 4-0.

8.) Discussion on ordinances regarding sidewalk requirements.

Bob Smith stated that a resident currently wanting to remove an existing sidewalk has to go to the Council and apply for a variance until an ordinance is created for removal of existing sidewalks [as discussed earlier under Agenda Item 5]. Nathan Kempke stated he could prepare a draft for a new Section G of ordinance Section 368-8 to cover requests from a property owner for removal of existing sidewalks. John Gable stated that the “50% rule” could be considered as part of the added section in the ordinance. Dolores Neumeyer added that safety and kids walking to school should be considered as well. Don Neitzel stated that development agreements should be reviewed when considering removal of sidewalk.

9.) Discuss/Recommend Certified Survey Map for Parcel #251-1216-1413-005 on River Knoll Drive.

Motion by Smith, second by Neumeyer to recommend approval of the CSM to Common Council. Motion carried 4-0.

10.) Discussion of a plan to begin revising the City of Mayville 30-Year Comprehensive Plan document.

Hard copies of the 30-Year Plan were distributed to each member of the Commission. Bob Smith stated that the Plan should be updated every 10 years, so it is in need of an update. Nathan Kempke stated he will track down updated statistics for use in the Plan. He added that each member of the Commission should review their copy of the Plan and make a list of comments. The review comments and Plan updates will be discussed section-by-section at future Planning Commission meetings.

11.) Adjournment.

Motion made by Gable, second by Kahlhamer to adjourn. Motion carried 4-0. Meeting adjourned at 5:57 p.m.

Minutes prepared by Nathan Kempke