

**PLANNING COMMISSION MINUTES**  
Mayville City Hall, 15 S. School Street, Mayville, WI  
June 26, 2013

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

Meeting called to order at 5:00PM

Members Present: David Pasbrig, Merlin Kahlhamer, Jerry Moede, Dolores Neumeyer, and Bob Smith.

Absent: DJ Legas and Ron Henkel

Others Present: Joe Lechner, Pete Thompson, Jim Mielke, and Russell Kottke

**2.) Approve Agenda.**

Motion by Pasbrig, second by Smith to approve the agenda. Roll call vote was taken; Motion carried 5-0.

**3.) Approve the Minutes of the May 22, 2013.**

Motion by Smith, second by Kahlhamer to approve the Minutes of the May 22, 2013 planning commission meeting. Roll call vote was taken; Motion carried 4-0, Neumeyer abstained.

**4.) Discussion with Possible Action on Request by County for a Revised Salt Shed Location at the New County Highway Facility at 850 Mallard Drive, Parcel Number 251-1216-1414-005.**

Don Neitzel explained to the Plan Commission members that following the agreement with the County, it was found that there was storm sewer on the site that will be in the way of the proposed salt storage facility and therefore they are requesting a revised location a little further to the west.

Pete Thompson, Assistant Highway Commissioner, was present to explain the issue and need further to the Plan Commission.

Don Neitzel also stated that he spoke with Attorney Lubinsky (city's attorney in this matter) regarding this revised location and asked with the original agreement would have to be amended. Attorney Lubinsky told him that she didn't feel it would be necessary to amend the agreement, but rather attach a copy of the plan commission and common council minutes regarding this matter to the original agreement would be sufficient to show the approval of the revised location.

Motion by Smith, second by Neumeyer to recommend approval of the revised location of the proposed salt shed, with decorative trees to be planted by the county to help screen the facility from the roadway. Roll call vote was taken; Motion carried 5-0.

**5.) Discussion with Possible Action on Proposed Certified Survey Map of the Old Dodge County Highway Facility at 853 Horicon Street, Parcel Number 251-1216-2331-014**

Pete Thompson, Assistant Highway Commissioner, was present to explain the need for the CSM. The main reasons were to combine the two parcels the County owns in the location into one parcel and also the need to correct some minor lot line discrepancies with some adjoining neighbors.

Motion by Kahlhamer, second by Pasbrig to recommend approval of the CSM to the City Council for approval. Roll call vote was taken; Motion carried 5-0.

**6.) Discussion with Possible Action on Letter of Intent Submitted by Ervin Butzlaff, the Adjoining of Parcel Numbers 048-1216-1643-000, 048-1216-1644-000, 048-1216-2111-000, and 048-1216-2112-001.**

Don Neitzel reviewed the Letter of Intent application with the Plan Commission.

Motion by Kahlhamer, second by Pasbrig to approve the Letter of Intent of Minor Land Division as submitted for agricultural use only, as stated on the application. Roll call vote was taken; Motion carried 5-0.

**7.) Discussion of Next Meeting Date with Possible Action.**

The next scheduled meeting would be July 24 at 5:00 p.m., if necessary.

**8.) Adjournment.**

Motion made by Pasbrig, second by Smith, to adjourn. Roll call vote was taken; Motion carried 5-0; Meeting adjourned at 5:35 p.m.

Minutes prepared by Don Neitzel