

**CITY OF MAYVILLE**  
**PLANNING COMMISSION MINUTES**  
June 27, 2007

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

Members Present: Luce, Henkel, Sternat, Liebenow, Benter, Engel

Members Absent: Merle Kahlhamer

Others Present: Ben Mahsem, Vern Hilker

**2.) Approve Agenda.**

Motion by Henkel seconded by Benter to approve the agenda.

Unanimously Carried.

**3.) Approve the Minutes of the May 23, 2007 meeting.**

Motion by Liebenow seconded Engel to approve the 5/23/07 minutes.

Unanimously Carried.

**4.) Site Plan review and approval for Henrich Wood Products, 910 River Knoll Drive –  
Dust collection and pick up facility at rear of existing building.**

Ben Mahsem was present to discuss the dust collector. He leases the building from Mr. Henrich. He has 7 employees. The hours of collector operation would be from 7AM to 3:30 PM. No second shift. It uses a 40 HP electric motor and a 48” blower. He said noise is not an issue. The structure will be enclosed to match the metal building. Plans and photo’s were reviewed.

The City Attorney has recommended that any approval be given contingent on the fulfillment of the agreement for case #06-CV-236 to the satisfaction of the Common Council prior to the issuance of a building permit or the start of construction of the collector. There are issues such as a screening fence and payment to the City for not meeting a specified building value in the time allotted that need to be addressed.

Mr. Mahsem indicated that if he were informed of the exact dollar amount due and also the other requirements, that he would pay the amount and get things done and work it out himself with Henrich.

Motion by Luce seconded by Henkel to approve the site plan provided the conditions as per the City Attorney above are met ie. payment and outstanding issues in the order.

Unanimously Carried.

**5.) Report on Heitzer PUD Condominium Declaration for Dayton Street Commons**

Hilker reported that the City Attorney has reviewed a proposed Condo Declaration for separating the buildings in the previously approved Planned Unit Development. No physical changes result and no action is required of the Commission. The City Attorney and staff will monitor and review the documents development to be sure that issues like the maintenance of the retention pond is covered. (The City Attorney has already directed them to be sure to cover this).

**6.) Official Map Ordinance review – recommend final version to Council.**

Dodge County prepared the map. A few name changes /omissions were pointed out which will be corrected by the County at the direction of staff. The Commission discussed adding a note to the map that will address the Parks, and Outdoor Recreation Plan document by reference, similar to how the sanitary sewer note was added. The Ordinance was also slightly revised. A copy of the Ordinance is attached as part of the minutes with the change in Section 5 identified.

Motion by Henkel seconded by Benter to recommend to Council that the Official Map Ordinance and associated map be adopted after the appropriate public hearing.

Unanimously Carried.

**7.) Comprehensive Plan – Review and Approval of Directive List Update and the Recommendations Report Update. Discuss mapping updates.**

The Wetland Map was reviewed as prepared by Dodge County. Some discrepancies were pointed out that staff will address for the next meeting. The State sent the Official Wetland Map to us on June 25, 2007 and the descriptive info was distributed to the Commission for reference.

The Floodplain Map is not back from the County yet and will be reviewed a the next meeting.

The Zoning Map is not back from the County yet. The Two Family zoning on the Thomas farm needs to be corrected. Since last meeting it was noted that the portion of the Golf Course north of German Street was zoned Single Family.

The Commission felt that it should be zoned Parks and Conservancy to match the rest of the Golf Course zoning.

Motion by Luce seconded by Engel to recommend to Council that the zoning on the Golf Course north of German Street be changed to Parks and Conservancy.

Unanimously Carried.

During the discussion on the Golf Course the Mayor noted that the Golf Course is operated under an Enterprise Fund vs. the General Fund and should have it's own parcel. As it exists Lions Point and Fireman's Field and the Pavilion area are consolidated with the Golf Course property. It was recommended by the City Attorney that the property be split. The Commission was asked to refer the matter to the Council / Council Committee's to get a survey done to accomplish the split. The CSM would still have to come back to the Commission for survey approval once the survey work was completed. A map showing the approximate location of the proposed split was reviewed.

Motion by Henkel seconded by Liebenow to request that the Council authorize funds to get a CSM done to accomplish the split.

In discussion of the motion Phil Luce stated that he felt this should have been a separate agenda item. He said he disagreed with the City Attorney in allowing the general item of "mapping updates" be enough to handle this. He said he would be abstaining.

Larry Liebenow stated that an abstention is for a conflict of interest and he should vote either aye or nay. Phil disagreed.

Roll call on the motion:

Aye: Henkel, Liebenow, Sternat, Benter, Engel

Abstain: Luce

Motion Carried

The Directive List and Supplement to the Recommendations Report were reviewed.

Motion by Luce seconded by Sternat to approve and to direct staff to send copies of both to the respondents identified in the Directive List.

Unanimously Carried.

## **8.) Adjournment**

Motion by Benter seconded by Engel to adjourn.

Unanimously Carried.

Meeting adjourned 8:48 PM

Vern Hilker, Director of Public Works / Secretary to the Planning Commission