

## **PLANNING COMMISSION MINUTES**

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

December 3, 2008

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

Meeting called to order at 7:00 PM.

Members Present: Luce, Henkel, Kahlhamer, Heron, Benter, Voss, Engel

Others Present: Ron Wellner, Phil Cosson, Gary Freund, Christine Neu, Susan Smith, Bob Smith, Joe Neis, James Congdon, Cheryl Congdon, Vern Hilker

### **2.) Approve Agenda.**

Motion by Henkel seconded by Kahlhamer to approve the agenda.

Unanimously Carried.

### **3.) Approve the Minutes of the October 22, 2008 meeting.**

Motion by Kahlhamer seconded by Voss to approve the October 22, 2008 minutes.

Unanimously Carried.

### **4.) Discussion regarding creation of TID No.4, in the City of Mayville (All of Tax Parcel 251-1216-23224-034, 800 Horicon Street)**

#### **A.) Call for a Public Hearing regarding TID No.4**

Phil Cosson of Ehlers and Associates was present to review with the Commission the process for TID #4. He utilized a handout which is attached as part of the minutes.

The Commission also questioned the amount of value allowed for TIF districts. Phil indicated in 2004 there was the 7% test, but thereafter it was changed to 12%.

The existing TID #3 uses 2.63%.

He also indicated that this was a relatively safe TID because the City does not payout any funds until the value to generate the increment will already be constructed by MEC. If the total improvement value of \$1,000,000.00 is not there, the City only pays a proportionate amount per the agreement.

The Commission also questioned the timing and whether we couldn't wait until the value is there. Phil answered that stating that the base year needs to be established so that improvement value installed by MEC can be captured for the TID.

Phil also said there is potential for revenue sharing between the existing TID #3 and TID #4 should excess revenues be realized in TID #4.

The Commission questioned the status of TID #3. Hilker stated that he talked to the Assessor on Tuesday and the Assessor had submitted documentation to the DOR to correct the parcel listing. An annexation and a parcel renumbering had caused some parcels to not be listed on the tax roll as being in TID #3.

The Commission asked for a copy of the map for the limits of TID #3 for the next meeting.

Motion by Luce seconded by Henkel to schedule the Public Hearing for TID #4 for January 28, 2009 at 7:00 PM at the Mayville City Hall.

Aye: Luce, Henkel, Kahlhamer, Heron, Voss, Engel

Nay: None

Abstain: Benter

**5.) Concept Plan review of Plat Layout for Twin Oaks Subdivision, Chad Graff owner, tax parcel 251-1216-2322-005, located west of Mary Street and south of Breckenridge Street.**

Ron Wellner was present and indicated that the Utility Commission had approved paying for the cost of over sizing the sanitary sewer.

Vern and Ron had met with Don Thoma of Accurate Surveying and suggested some changes such as correcting the pavement and ROW width and to show less dense housing to be able to fit the utility loop into the project. Vern had also voiced some concern over the double cul-de-sac. There would also need to be zoning changes to accommodate their concept. No plan revisions were received as a result of the meeting with Ron and Vern. The Commission felt that someone should be present to discuss this prior to taking any action on it. The Commission had considered this property multiple times in the past with no progress being made.

Motion by Luce seconded by Kahlhamer to table until more info is available and someone is in attendance to represent the project.

Unanimously Carried.

- 6.) **BP station, 1400 Horicon Street, site plan review and approval for the addition of a drive up lane for Dodge Central Credit Union to be located inside the building. It will also include consideration of an awning and sign as part of the project. Tax parcel 251-1216-2214-000.**

The zoning review prepared by the Building Inspector was discussed. No further contacts with staff regarding this agenda item were made. The Commission had no concerns either. State Approved plans will regulate distances to diesel pumps etc. as questioned by Voss.

Motion by Henkel seconded by Engel to approve the site plan for the drive thru, sign and awning.

Unanimously Carried.

- 7.) **Extraterritorial property split review/ approval for tax parcel 048-1216-2812-000, Gary Freund, STH 28 and Schwarze Road in the Town of Williamstown. Request asks to create 4 new single family lots.**

A letter from Jim and Cheryl Congdon was reviewed by the Commission. The Extraterritorial Land Division Ordinance was also part of the Commissions packet and was discussed as well as the letter of intent paperwork from Dodge County.

Gary Freund was present and indicated that the Town of Williamstown and the City of Horicon had approved the division already. Hilker indicated that it was outside of Horicon Extraterritorial Jurisdiction.

The Commission stated that we spent a lot of time preparing and discussing the Land Division Ordinance and felt that it should be followed.

The parent parcel in question is 59.828 acres and would be allowed 2 new non-farm parcels according to the ordinance.

There was some concern over the topography in the area.

The Commission members stated that they have no problem with the permitted number of lots contained in the ordinance which is 2 per the sliding scale density requirements.

Motion by Henkel seconded by Engel to recommend to Dodge County that the property split requested in the letter of intent be denied as proposed, but to add in the comment section on the response form that we would agree with a 2 lot proposal per the sliding scale density provisions of the Extraterritorial Land Division Ordinance.

Unanimously Carried.

**8.) Adjournment.**

Motion by Henkel seconded by Luce to adjourn.

Unanimously Carried.

Meeting Adjourned 8:00 PM.

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