

**MAYVILLE PLANNING MINUTES**  
Mayville City Hall, 15 S. School Street, Mayville, WI  
October 21, 2009

**MINUTES**

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

Meeting called to order by Mayor Heron at 7:00 PM.

Members Present: Smith, Henkel, Kahlhamer, Heron, Benter, Engel

Members Absent: Luce

Others Present: Ken Oechsner, Leroy & June LaCharite, Al Voss, Nancy

Bogenschneider, Sue Weinberg, Dave Uttech, Roger Gindt, Louis Adelmeyer, Marrie Adelmeyer, Vern Hilker

**2.) Approve Agenda.**

Motion by Henkel seconded by Kahlhamer to approve the agenda.

Unanimously Carried.

**3.) Approve the Minutes of the September 23, 2009, meeting.**

Motion by Smith seconded by Henkel to approve the minutes of the 9/23/09 meeting.

Unanimously Carried.

**4.) Review and Recommend to Council the Zoning Change Request of Chad Graff, Tax Parcel 251-1216-2322-005. The Request would change Zoning from RB Single Family to RM Multiple Family on the West Portion of the Parcel and from RB Single Family to RC Two Family on the East Portion of the Parcel. A map is available for viewing at City Hall in the office of the City Clerk.**

Materials available to the Commission were the Mayors October 15<sup>th</sup> letter to the area property owners, the description of lands to be rezoned from single family to multiple family and two family, a map showing the zoning split, and the Twin Oaks Development Plan.

Mayor Heron read the letter he sent to affected property owners which is attached as part of the minutes. It explains why the process is starting over.

Hilker indicated that the plans have not changed since the Commission saw them at the September Planning Commission meeting.

Henkel stated that the plans submitted by the developer are better than originally submitted.

Hilker reviewed with the Commission the projected timetable that the City Clerk prepared, assuming that each step of the process was approved without any delays as it went. A copy of that schedule is attached as part of the minutes.

Motion by Smith seconded by Heron to recommend approval of the Zoning Change request to Council.

Unanimously Carried.

**5.) Review and Consideration of approval for directional signs to be placed in conjunction with the Schmid Pipeline Construction Inc. project in River Knoll Industrial Park. (Site plan approval and sign permit approval) Tax Parcel 251-1216-1414-005; 850 Mallard Drive.**

The Building Inspector's memo was reviewed, along with materials submitted by Schmid Pipeline Construction.

It was noted that the items he referenced require a variance. The restrictive covenants refer sign matters back to the Zoning Ordinance which should be complied with.

Motion by Henkel seconded by Kahlhamer to favorably recommend to the Zoning Board of Appeals, granting the variances for the signs as proposed to be located entirely on private property. (Note the site plan inaccurately showed one sign off of Mallard to be located partially in street right of way which is not permitted. The site plan is part of the approval provided that sign is not in the street right of way.)

Unanimously Carried.

**6.) Site Plan review and approval for a building addition to Old Fashioned Foods, Tax Parcel 251-1216-1444-049. (North of the Kekoskee and Furnace Street Intersection) Also review and approval of access provisions contained in the agreement / easement between Old Fashioned Foods and neighboring Mayville Die and Tool.**

The revised site plan was reviewed. The loading docks now enter from the north eliminating the issue of trucks needing to cross property lines when using the dock as originally proposed from the west.

Mr. Uttech indicated that a records search was done and no agreement or easement appears to exist between Old Fashioned Cheese and Mayville Die and Tool regarding the use and maintenance of the joint driveway.

Glenn Helmbrecht also indicated on behalf of Mayville Die and Tool that no agreement or easement was found but said they should agree on issues like snow removal and repairs to the road. He said Die and Tool has 1-2 trucks per week and Old Fashioned has significantly more.

Gary Yuso, Old Fashioned Cheese, said they have maintained it and spent several thousand for snow removal last year. He has no issue with sharing the drive with Die and Tool. He said they could work out an agreement if required to do so.

Both Mr. Helmbrecht and Mr. Yuso said they prefer to handle it privately as it has been.

Hilker stated that the property line actually has portions of the access driveway located on both properties.

Henkel stated that if the Commission approved the site plan, the City should not be held responsible for future problems encountered, since ownership changes, maintenance and other issues can eventually become problems. The Commission agreed that if approved the City is not to be considered a responsible party.

Motion by Henkel seconded by Smith to approve the site plan with dock access from the north, and driveway access to be handled jointly (Old Fashioned Cheese and Mayville Die and Tool) and privately with no future responsibility to the City of Mayville.  
Unanimously Carried.

**7. Adjournment**

Motion by Engel seconded by Kahlhamer to adjourn.  
Unanimously Carried.

Meeting adjourned at 7:27 PM.

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