

CITY OF MAYVILLE
PLANNING COMMISSION
Mayville City Hall, 15 S. School Street, Mayville, WI
August 26, 2009

MINUTES

1.) Call to Order and Roll Call.

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

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

Others Present: Al Voss, Fred & Christine Voeltner, Karl Gentz, James & Cheryl Congdon, Justin Groef, Vern Hilker

2.) Approve Agenda.

Motion by Henkel seconded by Luce to approve the agenda.

Unanimously Carried.

3.) Approve the Minutes of the July 30, 2009, meeting.

Motion by Kahlhamer seconded by Henkel to approve the July 30, 2009 minutes.

Unanimously Carried.

4.) Recommend to the Zoning Board of Appeals granting or denying the variance request of Fred Voeltner, 759 Forest Drive, Mayville, (Tax Parcel 251-1216-2522-016) for the rear yard reduction from 25 feet to 19 feet to accommodate a three season room. (Reference Municipal Code 430-35)

Hilker reported that the Building Inspector did not review the definition of a rear yard for corner lots in applying the setback requirements for the RB Zoning district. The definition was reviewed. On corner lots this area could be considered a side yard and therefore only require a 10 foot side yard vs. a 25 foot rear yard. No variance is required, therefore no action is required. The Building Inspector will notify residents who received the Public Notice for the variance hearing that no variance is required therefore no hearing will be held, and Mr. & Mrs. Voeltner will be refunded their application fee, and may proceed with obtaining the Building Permit from the Building Inspector.

5.) Discuss / possible recommendation to Council adoption of the Official Map Ordinance as recommended by the Comprehensive Plan.

Copies of the 2007 map, minutes and proposed ordinance were distributed to the Commission. The process proposed by Hilker would be to work with Dodge County to get revisions to the map completed. The City Attorney would then review the mapping and ordinance, the Planning Commission would then review and recommend to Council a final draft and make a recommendation to Council who would then hold the required Public Hearing. In the interim the proposed map would also be reviewed by the Joint Extraterritorial Zoning Commission when/if they meet regarding extending the Extraterritorial Zoning Limits. The Commission agreed with this process and asks staff to proceed accordingly.

6.) Establish a date for a meeting of the Extraterritorial Zoning Commission to extend the City of Mayville Extraterritorial Zoning Limits to the City of Mayville Extraterritorial Land Division Limits.

Hilker pointed out Section 430-116 D. of the City of Mayville Zoning Ordinance which directs the entire Planning Commission to participate in the Joint Extraterritorial Zoning Commission meetings. The Commission indicated that we should attempt to get agreement from the Town of Williamstown representatives to meet the same night as our regular Planning Commission meetings (4th Wednesday of the month) at either 6 PM or 7 PM. The City of Mayville regular Planning Commission meeting would then be held at the time that the Town representatives did not choose for the Joint Extraterritorial Zoning Commission meeting.

The Mayor will send a letter to the Town Chairman requesting the meeting.

7.) Adjournment.

Motion by Kahlhamer seconded by Benter to adjourn.

Unanimously Carried.

Meeting adjourned 7:17 PM.

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