

1309160

**City of Merrill
City Plan Commission
Tuesday, September 3, 2013 at 5:15 P.M.
City Hall Common Council Chambers, 1004 East First Street**

Voting members present: Mayor Bill Bialecki (Chairperson), Alderman Steve Hass, Ken Maule, Melissa Schroeder, Dan Novitch (arr. 5:19) and Pete Lokemoen.

Other attendees: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Alderman Dave Sukow, Alderwoman Kandy Peterson, Lincoln County Economic Development Director Jack Sroka, Susan Ryman and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

Mayor Bialecki called the meeting to order at 5:15 P.M.

Minutes of August 6th, 2013 meeting

The minutes were in the meeting packet.

Motion (Schroeder/Maule) to approve, as presented, the minutes of the August 6th, 2013 City Plan Commission meeting. Carried.

Alley vacation petition from Development & Leasing Corporation

Information was in the meeting packet.

Development and Leasing Corporation has paid the fee and submitted a petition requesting the vacation of the north-south 20 foot wide alley lying west of Lots 10, 11 and 12 of said Block 3, and east of Lots 6, 7, 8 and 9 of said Block 3, all in said Mrs. Stewarts's Addition to Jenny.

City Attorney Hayden reported that the alley has never been used or improved. He stated that there is no reason for it to be designated as an alley.

At a meeting on August 28th, 2013, the Board of Public Works recommended approving the petition, and forwarded that recommendation to the City Plan Commission.

Motion (Maule/Hass) to approve, as presented, the petition from Development and Leasing Corporation to vacate the north-south 20 foot wide alley lying west of Lots 10, 11 and 12 of said Block 3, and east of Lots 6, 7, 8 and 9 of said Block 3, all in said Mrs. Stewarts's Addition to Jenny. Carried.

A resolution on the vacation will be on the November 12th, 2013 Common Council meeting agenda. A public hearing on the vacation will be held at that meeting prior to consideration of the resolution.

Final Plat for Wittman Heights Subdivision

Information was in the meeting packet.

A Preliminary Plat for the Wittman Heights Subdivision was approved by the Common Council at a meeting on August 13th, 2013 (Resolution #2323). The Final Plat has now been submitted to the Department of Administration (DOA). The DOA has no objections to the final plat as submitted, and has approved it.

Motion (Lokemoen/Hass) to approve the Final Plat for Wittman Heights Subdivision, located on Alexander Street and on the corner of Alexander Street and Jackson Street. Carried.

A resolution on the Final Plat will be on the September 10th, 2013 Common Council meeting agenda.

Certified Survey Map @ 201 South Prospect Street

The Certified Survey Map was distributed at the meeting.

Building Inspector/Zoning Administrator Pagel reported that this is the former Hurd property, and that the property will be split.

Ken Maule commented that this is a "good deal" for the City of Merrill, and approving the map is a first step in allowing development to proceed. Mayor Bialecki agreed.

Motion (Hass/Lokemoen) to approve the Certified Survey Map for 201 South Prospect Street. Carried.

A resolution on the Certified Survey Map is on the September 5th, 2013 special Common Council meeting agenda.

Certified Survey Map on Snow Hill Road in Town of Scott – Erich & Heinz Roth

This was part of an amended agenda. The related information was distributed when the amended agenda was posted.

Building Inspector/Zoning Administrator Pagel explained that the land on the map is within the City's 1½ mile extraterritorial zoning district, and is therefore subject to City Plan Commission review and approval. He added that the land will be divided into three lots. All the proposed lots would have adequate frontage.

Motion (Lokemoen/Hass) to approve the Certified Survey Map on Snow Hill Road in the Town of Scott for Erich and Heinz Roth. Carried.

A resolution on the Certified Survey Map will be on the September 10th, 2013 Common Council meeting agenda.

Next meeting

Monday, September 30th, 2013 at 5:15 P.M.

Public Comment

None.

Adjournment

Motion (Hass/Schroeder) to adjourn. Carried. Adjourned at 5:28 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC
City Clerk