

**CITY OF MERRILL
CITY PLAN COMMISSION
Monday, January 7, 2013 at 5:15P.M.
City Hall Basement Conference Room
1004 East First Street**

Voting members: Mayor William Bialecki, Chairperson, Alderperson Steve Hass, James Koppelman, Ken Maule, Melissa Schroeder, Dan Novitch, and Peter Lokemoen

AGENDA

1. Call to order
2. December 4, 2012 meeting minutes
3. Site plan approval to reconstruct the entrance way on the south side of the Lincoln County Safety Building, 1104 E. First Street.
4. Schedule date and time of next meeting
5. Public comment
6. Adjourn

NOTE: It is possible that a quorum of the Common Council will be present at this meeting. However, no Common Council action will be taken.
Agenda prepared by Shari Wicke at the request of Mayor William Bialecki

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**City of Merrill
City Plan Commission
Tuesday, December 4, 2012 at 5:45 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, Pete Lokemoen and Dan Novitch.

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden (Ex-Officio), Building Inspector/Zoning Administrator Darin Pagel, Alderwoman Kandy Peterson, Alderman Dave Sukow, Robert Klessig and City Clerk Bill Heideman.

Call to order

Mayor Bialecki called the meeting to order at 5:45 P.M.

Minutes of October 2nd, 2012 meeting

The minutes were in the meeting packet.

Motion (Hass/Maule) to approve, as presented, the minutes of the October 2nd, 2012 City Plan Commission meeting. Carried.

Application from AGRA Industries – Vacate parts of Valley Street & Water Street

City Attorney Hayden reported that, in conjunction with their recent purchase of the former Fire Station #2, as well as their planned expansion, Agra Industries Inc., 1211 Water Street, has paid the fee and submitted a petition requesting that parts of Valley Street and Water Street be vacated. Information related to the petition and two resolutions were in the meeting packet.

At a meeting on November 28th, 2012, the Board of Public Works considered the petition and resolutions and recommended approving both resolutions. Also at that meeting, City Attorney Hayden requested that, if the Common Council adopts the resolutions, he be authorized to prepare a quitclaim deed for land located between the former Fire Station #2 and the land formerly used as a skating rink. That authorization was included in the recommendation made by the Board of Public Works.

It was noted that, if the Common Council adopts the resolutions, the City would retain all easements as necessary.

Motion (Hass/Schroeder) to approve the two resolutions. Carried.

After all the publishing requirements are met, the resolutions related to the street vacations will be on the February 12th, 2013 Common Council meeting agenda.

Recess

At 5:53 P.M., Mayor Bialecki announced a recess until 6:00 P.M., the scheduled time for the public hearing. At 6:00 P.M., Mayor Bialecki called the meeting back to order.

Public Hearing – Request from AGRA Industries to rezone former fire station

Agra Industries, Inc., 1211 Water Street, purchased the former Fire Station #2, 1303 West Main Street. As part of their planning business expansion in that area, Agra Industries has made application for rezoning the former fire station and surrounding areas. The current zoning is Public (P) and Thoroughfare Commercial (TC) and they are proposing that those areas be rezoned to Industrial (I).

City Attorney Hayden read the public hearing notice.

Motion (Hass/Maule) to open the public hearing. Carried.

A former member of the City Plan Commission, Alderman Dave Sukow, 1901 Webster Street, spoke. He stated that, in the past, Agra Industries submitted a petition to vacate a portion of Water Street and build a fence on the 200 block of South Foster Street. At that time, the conceptual drawing submitted by Agra Industries included plans for landscaping along the fence. Since then, Alderman Sukow has contacted Agra Industries several times by phone to ask when the landscaping would be done. Each time, they promised to do the planting, but to date nothing has been done. Alderman Sukow suggested that there be something put in writing stating that Agra Industries will complete the landscaping by June of 2013. Alderman Sukow also suggested that the City Plan Commission require the inclusion of landscaping or some type of sight barrier as Agra Industries develops the property along the 100 block of South Foster Street.

Mayor Bialecki stated that he and City Administrator Johnson have both expressed, to Agra Industries, their concerns related to the landscaping not being done.

City Attorney Hayden recommended that a landscaping requirement be stipulated on an anticipated future fence permit request from Agra Industries.

Representing Agra Industries, Robert Klessig stated that he was unaware of the request for landscaping.

Motion (Maule/Novitch) to close the public hearing. Carried.

Pete Lokemoen asked whether the property of the former Koebe house (1209 West Main Street) was included in the area to be rezoned. He also asked if City-owned land in that area was included in the area to be rezoned. He was told that both of the areas in question would be rezoned.

Motion (Lokemoen/Hass) to approve the rezoning, including the additional areas suggested above by Pete Lokemoen. Carried.

An ordinance related to the rezoning will be on the December 11th, 2012 Common Council meeting agenda. City Attorney Hayden will ensure that the ordinance includes the correct description(s) of all properties intended for rezoning, including the additions referenced by Pete Lokemoen earlier in the meeting.

Next meeting

Monday, January 7th, 2013 at 5:15 P.M.

Public Comment

None.

Adjournment

Motion (Hass/Novitch) to adjourn. Carried. Adjourned at 6:18 P.M.

Minutes prepared and submitted by:

William N. Heideman, WCMC
City Clerk



LINCOLN COUNTY

MAINTENANCE DEPARTMENT
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Rusty DeBroux
Maintenance Director

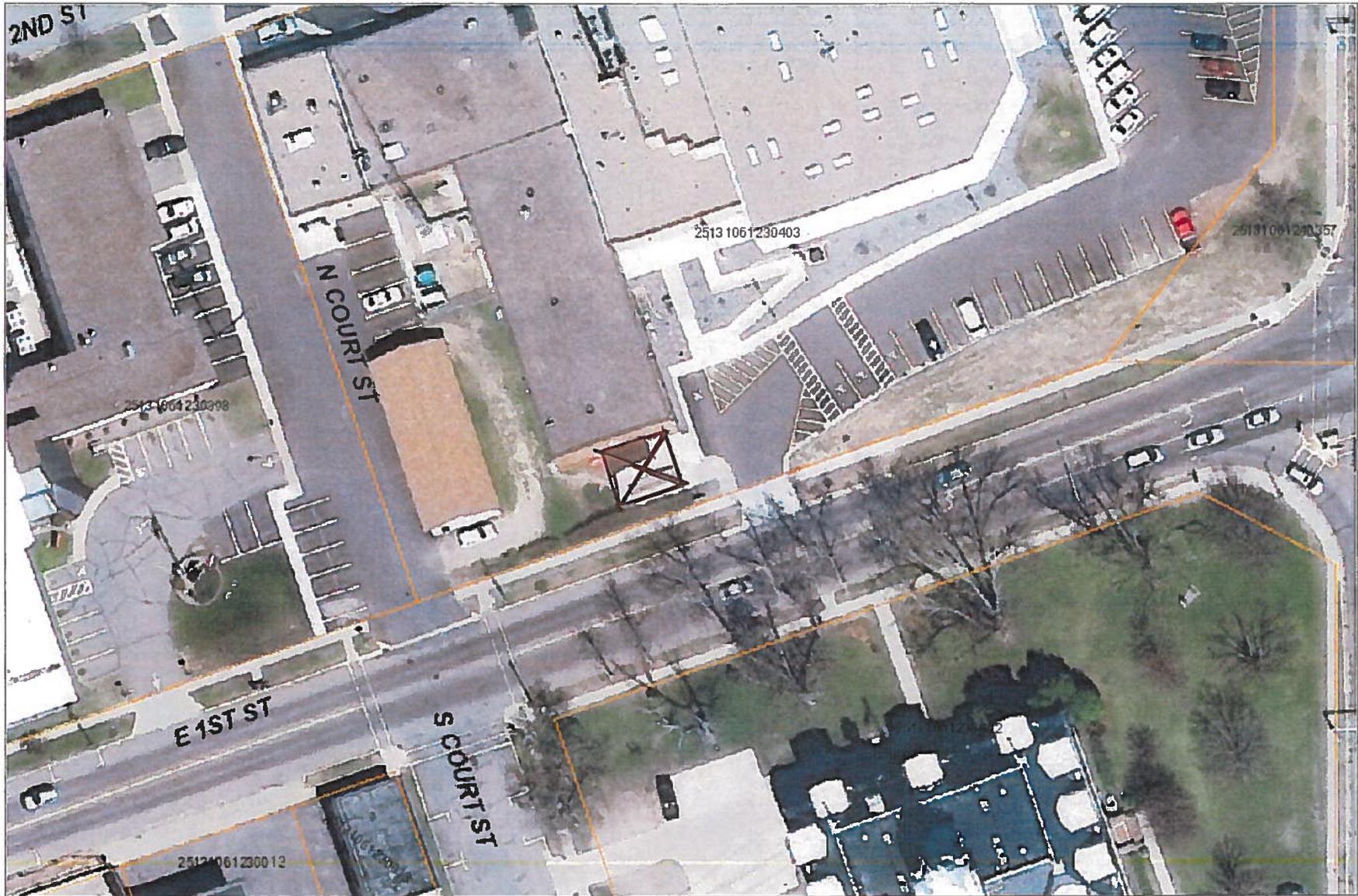
To Whom It May Concern,

12/04/2012

The Lincoln County Maintenance Department would like to reconstruct the entrance way on the south side of the Safety Building to eliminate the existing flooding problems that we presently have. The new entrance would be larger to enclose the existing ramps that are presently outside. I have enclosed a set of prints with the dimensions of the new structure. The County is seeking a Site Plan Approval for this project.

Thank you for your consideration,

Rusty DeBroux



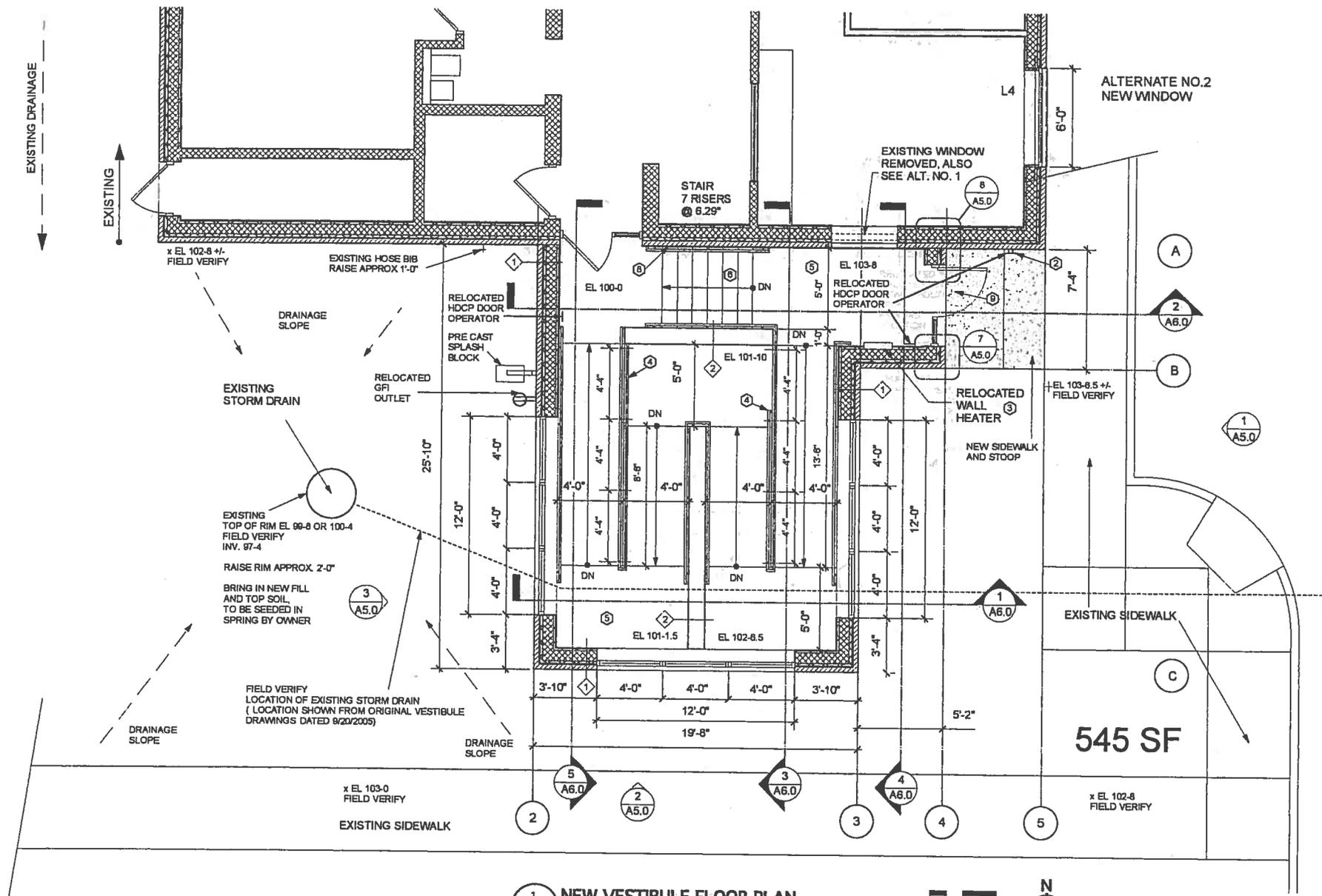
City of Merrill GIS



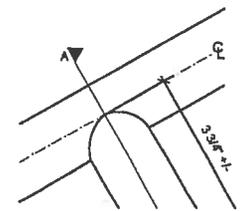
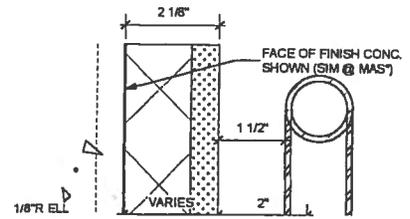
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SCALE: 1" = 61'

Print Date: 12/4/2012



1 NEW VESTIBULE FLOOR PLAN
 A3.0 1/4" = 1'-0"



545 SF

ALTERNATE NO.2
NEW WINDOW

EXISTING WINDOW
REMOVED, ALSO
SEE ALT. NO. 1

STAIR
7 RISERS
@ 6.29"

RELOCATED
WALL
HEATER

RELOCATED
HDCP DOOR
OPERATOR

RELOCATED
HDCP DOOR
OPERATOR

RELOCATED
GFI
OUTLET

EXISTING
STORM DRAIN

EXISTING
TOP OF RIM EL. 99-8 OR 100-4
FIELD VERIFY
INV. 97-4
RAISE RIM APPROX. 2'-0"
BRING IN NEW FILL
AND TOP SOIL,
TO BE SEEDED IN
SPRING BY OWNER

FIELD VERIFY
LOCATION OF EXISTING STORM DRAIN
(LOCATION SHOWN FROM ORIGINAL VESTIBULE
DRAWINGS DATED 9/20/2005)

3
A5.0

5
A6.0

2
A5.0

3
A6.0

4
A6.0

1
A6.0

1
A5.0

A

B

C

EXISTING SIDEWALK

x EL. 102-8
FIELD VERIFY

EXISTING SIDEWALK

x EL. 103-0
FIELD VERIFY

EL. 103-6.5 +/-
FIELD VERIFY

EL. 103-8

EL. 100-0

EL. 101-10

EL. 101-1.5

EL. 102-8.5

x EL. 102-8 +/-
FIELD VERIFY

EXISTING HOSE BIB
RAISE APPROX 1'-0"

DRAINAGE
SLOPE

EXISTING

EXISTING DRAINAGE

EXISTING

DRAINAGE
SLOPE

DRAINAGE
SLOPE

DRAINAGE
SLOPE

DRAINAGE
SLOPE

DRAINAGE
SLOPE

DRAINAGE
SLOPE