



**CITY OF MERRILL**  
**CITY PLAN COMMISSION**  
**MINUTES • MONDAY AUGUST 20, 2018**

**Regular Meeting**

**City Hall Council Chambers**

**5:30 PM**

**I. Call to Order**

Mayor Woellner called the meeting to order at 5:30 P.M.

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Ryan Schwartzman	Aldersperson - Third District & Council President	Excused	
Mike Willman	Chairman - Park & Rec	Present	5:50 PM
Ralph Sturm		Present	
Melissa Schroeder		Present	
Ken Maule		Present	
Robert Reimann		Excused	
Derek Woellner	Mayor	Present	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Alderman Dave Sukow, Michael Ravn, Lori Anderson Malm, Andrew Wallace, Delores Preisinger, George Preisinger, Chelsea Gedamke, Jason Gedamke, Ron Burrow and City Clerk Bill Heideman. A student was in attendance to tape the meeting for Merrill Productions.

**II. Minutes of previous meeting(s):**

**1. Minutes of June 27, 2018 meeting**

Motion (Schroeder/Sturm) to approve.

**RESULT: APPROVED**

**III. Agenda items for consideration:**

**1. Merrill Community Homeless Center exterior review.**

Code of Ordinances Section 113-14 (Commercial Design Guidelines) was in the meeting packet. Building Inspector/Zoning Administrator Pagel explained that this ordinance is applicable in this case, because a building permit is required for the work being done at the Merrill Community Homeless Center building, 407 West Main Street.

Representing the Merrill Community Homeless Center, Mike Ravn explained that the building will house a warming shelter on the first floor and a homeless shelter on the second floor. The outside east wall (brick) of the building is currently exposed. The commercial design guidelines ordinance specifies that the buildings shall have colors that are “low-reflective, subtle, neutral or earth tone”. The Merrill Community Homeless Center is seeking authorization to place a blue border on the outside east wall, with the center painted white. They would also like to place a sign or their logo on that wall. Mr. Ravn distributed examples of their logo and letterhead.

Motion (Maule/Sturm) to approve allowing the exception to the ordinance, per the request from the Merrill Community Homeless Center.

Motion (Woellner) to amend by specifying that the blue border and off-white brick be approved, but that the colors remain “earth tone”. Motion failed due to lack of a second.

The original motion was approved. No Common Council action is necessary.

At 5:53 P.M., Mayor Woellner announced a recess until 6:00 P.M., the scheduled start time for the public hearing.

At 6:00 P.M., Mayor Woellner called the meeting back to order.

#### IV. Public Hearing (will begin at 6:00 P.M.)

##### 1. Public hearing on request from Andrew and Heather Wallace to rescind the historic designation of their property at 506 N. Center Ave.

City Attorney Hayden read the public hearing notice.

Motion (Schroeder/Willman) to open the public hearing. Carried.

Lori Anderson Malm noted that the Historic Residential Building Repair Guidelines were enacted in the year 2000, and suggested that they should be updated.

Andrew Wallace, the owner of the property, agreed with Lori Anderson Malm on updating the guidelines. He noted that construction techniques have changed considerably since 2000, and suggested that the guidelines could be updated to be more appropriate and more accommodating to property owners. He added that his goal is to preserve the building.

Speaking as a board member of the Merrill Historical Society, Dave Johnson spoke in favor of the request to rescind. He would prefer preserving buildings over prohibiting restoration.

Ron Burrow stated that he owns property across the street from the property being discussed. In his opinion, because the property being discussed is within a historic district, he is not in favor of the request to rescind.

Upon being asked, Andrew Wallace stated that he would consider reapplying for historic designation for the building after the restoration project is complete.

Motion (Schroeder/Sturm) to close the public hearing. Carried.

Motion (Maule/Schroeder) to approve the request to rescind the historic designation. If approved, no Common Council action is necessary.

<b>RESULT:</b> <b>APPROVED</b>
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V.     Public Comment Period

None.

VI.    Establish date, time and location of next meeting

Building Inspector/Zoning Administrator Pagel reported that, at this time, there are no agendas items for a September meeting. Based on that, the next meeting will be at the call of the chairperson.

VII.   Adjournment

Motion (Willman/Woellner) to adjourn. Carried. Adjourned at 6:16 P.M.