



CITY OF MERRILL
CITY PLAN COMMISSION
MINUTES • WEDNESDAY APRIL 3, 2019

Regular Meeting

City Hall Council Chambers

5:45 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Ralph Sturm		Present	
Melissa Schroeder		Present	
Ken Maule		Present	
Robert Reimann		Excused	
Derek Woellner	Mayor	Present	
Steve Hass	Aldersperson - Second District	Present	

Others in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Alderman Rob Norton, Pat Burg and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

Attendees at the hearing: Dan Kohhouse and Paul Wegener.

II. Minutes of previous meeting(s):

1. Minutes of October 8, 2018 meeting

The minutes were in the meeting packet.

Motion (Schroeder/Sturm) to approve.

RESULT: APPROVED

III. Agenda items for consideration:

1. Petition from Merrill Historical Society to vacant an alley between East Third Street and East Fourth Street. The Board of Public Works recommends approval.

Information was in the meeting packet. At a meeting on March 27th, 2019, the Board of Public Works recommended approving the petition.

Ralph Sturm suggested that the alley vacation could begin at the street. After discussion, it was decided that this further vacation could be considered in the future.

Note: If the petition is approved, it will be considered at the June 11th, 2019 Common Council meeting, after all publication requirements have been met. A public hearing on the petition for alley vacation will be held at that meeting.

Motion (Hass/Schroeder) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 6/11/2019 7:00 PM
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2. Ordinance amendment to allow Park and Rec to select their City Plan member. The Parks and Recreation Commission recommends approval.

The proposed ordinance was in the meeting packet. At a meeting on March 6th, 2019, the Parks and Recreation Commission recommended allowing the Parks and Recreation Commission to elect their representative on the City Plan Commission, rather than having the Parks and Recreation Commission Chairperson automatically be a member of the City Plan Commission.

City Attorney Hayden raised the issue of a City residency requirement. Alderman Hass suggested that language be added to require the Parks & Recreation Commission representative on the City Plan Commission to be a City resident. Without objection, that amendment will be made to the proposed ordinance.

Motion (Hass/Sturm) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 4/9/2019 7:00 PM
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IV. Monthly Report(s):

1. Oral report from Building Inspector/Zoning Administrator Pagel on Approvals/Disapprovals of Certified Survey Maps

Building Inspector/Zoning Administrator Pagel reported that one survey map was approved last month.

V. Recess:

At 5:55 P.M., Mayor Woellner announced a recess until 6:00 P.M., the scheduled time for the public hearing.

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

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

1. Zoning amendment application from C & D Excavating to rezone, from R-2 to Industrial, a vacant parcel on Alexander Street, for a tree farm.

City Attorney Hayden read the public hearing notice.

Building Inspector/Zoning Administrator Pagel provided historical information on the property and gave a verbal review of the rezoning application.

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

Dan Kolhouse spoke in favor of the rezoning.

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

Motion (Maule/Hass) to approve the rezoning application and related ordinance. If approved, the ordinance will be considered at the April 9th, 2019 Common Council meeting.

RESULT:**APPROVED & SENT TO COUNCIL****Next: 4/9/2019 7:00 PM****VII. Public Comment Period**

Representing Our Saviour's Church, Paul Wegener reported that the church has no problem with the alley vacation, as long as the garage on private property is not blocked.

VIII. Establish date, time and location of next meeting

The next meeting will be at the call of the Chairperson.

IX. Adjournment

Motion (Hass/Sturm) to adjourn. Carried. Adjourned at 6:07 P.M.