



CITY OF MERRILL
CITY PLAN COMMISSION
MINUTES • TUESDAY AUGUST 3, 2021

Regular Meeting

City Hall Council Chambers

5:45 PM

I. Call to Order

Alderman Hass called the meeting to order at 5:45 P.M.

Attendee Name	Title	Status	Arrived
Ryan Schwartzman		Present	
Ralph Sturm		Present	
Melissa Schroeder		Present	
Robert Reimann		Present	
Derek Woellner	Mayor	Remote	
Steve Hass	Aldersperson - Second District	Present	
Kyle Gulke		Present	

Others in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Susanna Juon-Gilk, John Ader, Michael Caylor and City Clerk Bill Heideman. Merrill Productions was present to videotape the meeting.

II. Minutes of previous meeting(s):

1. Minutes of July 12, 2021

City Clerk Heideman requested that he be allowed to amend the minutes by changing two name "typos" in the minutes (change John Mann to John Maas). Without objection, it was so ordered.

Motion (Schroeder/Schwartzman) to approve (as amended).

RESULT:	APPROVED AS AMENDED
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III. Agenda items for consideration:

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

Building Inspector/Zoning Administrator Pagel reported that he has approved one Certified Survey Map. That map was on Francis Drive, and was for the Merrill Area Housing Authority.

IV. Recess:

At 5:47 P.M., Alderman Hass announced a recess until 6:00 P.M., the scheduled time for the public hearing to begin. At 6:00 P.M., Alderman Hass called the meeting back to order.

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

1. Public Hearing on an amendment to the Historic Preservation Ordinance (Sec. 105-314 to Sec. 105-322).

A copy of the public hearing notice and the proposed ordinance were in the meeting packet.

At a meeting on July 7th, 2021, the Historic Preservation Committee referred the proposed ordinance to the City Plan Commission, so that a public hearing could be scheduled.

City Attorney Hayden read the public hearing notice.

Motion (Schwartzman/Sturm) to open the public hearing. Carried.

Building Inspector/Zoning Administrator Pagel gave a verbal synopsis of the proposed ordinance. It would make the Historic Preservation Committee an “advisory” committee rather than a “regulatory” committee, except in cases of demolitions.

Susanna Juon-Gilk raised concerns related to rescinding historic designations.

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

Building Inspector/Zoning Administrator Pagel answered questions from commission members. He also clarified a misconception related to the City being a Certified Local Government.

Mayor Woellner stated that he does not favor ceding the power to nominate potential historic structures. Kyle Gulke agreed, stating that he is in favor of committees being allowed to make nominations.

Motion (Woellner/Gulke) to amend the proposed ordinance to allow anyone to nominate potential historic structures. Carried.

Motion (Schwartzman/Schroeder) to change a \$150 fee to accompany nominations for historic structures. Property owners nominating their own property and Common Council members would be exempt from the fee. Motion carried.

Motion (Schwartzman/Schroeder) to recommend approving the ordinance, as amended, and refer it to the Common Council.

RESULT:	APPROVED & SENT TO COUNCIL
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Next: 8/10/2021 6:00 PM

VI. Public Comment Period

Susanna Juon-Gilk asked a question related to what would occur when a property owner wants to demolish a historic structure.

VII. Establish date, time and location of next meeting

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

VIII. Adjournment

Motion (Schwartzman/Reimann) to adjourn. Carried. Adjourned at 6:30 P.M.