



CITY OF MERRILL
CITY PLAN COMMISSION
AGENDA • TUESDAY MAY 4, 2021

Regular Meeting

City Hall Council Chambers

5:30 PM

- I. To attend remotely, call 302-481-5058 and PIN 893 151 665 #.
- II. Call to Order
- III. Minutes of previous meeting(s):
 1. Minutes of March 11, 2021 meeting
- IV. Agenda items for consideration:
 1. Oral report from Building Inspector/Zoning Administrator Pagel on Certified Survey Maps
 2. Consider recommendation(s) from April 28th Board Of Public Works meeting related to application from Brent Scantlin for partial alley vacation in the 1400 block of West Main Street.
 3. Final Plat of Rock Ridge Park
- V. Public Comment Period
- VI. Establish date, time and location of next meeting
- VII. Adjournment



CITY OF MERRILL
CITY PLAN COMMISSION
MINUTES • THURSDAY MARCH 11, 2021

Regular Meeting**City Hall Council Chambers****6:00 PM****I. Call to Order**

Mayor Woellner called the meeting to order at 6:06 P.M.

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

Other meeting attendees (either in-person) included: City Administrator Dave Johnson, City Attorney Tom Hayden, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Finance Director Kathy Unertl, Information Technology Manager Dustin Brown, Tina Scott, Heather O'Neill Sherry Heath and City Clerk Bill Heideman. Merrill Productions was present to videotape the meeting.

II. Minutes of previous meeting(s):**1. Minutes of February 2, 2021 meeting**

Motion (Schroeder/Hass) to approve.

RESULT: APPROVED

III. Agenda items for consideration:**1. Oral report from Building Inspector/Zoning Administrator Pagel on Certified Survey Maps**

Building Inspector/Zoning Administrator Pagel had nothing to report at this time.

IV. Public Hearing:**1. Public hearing on the designation of the T.B. Scott Mansion, 501 S. Center Avenue, as a City of Merrill Historic Structure.**

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

Alderman Sabatke stated his opinion that a historic designation now would be only symbolic.

Heather O'Neill stated that other structures have been razed in the past, and she questioned why steps to preserve the building were not taken earlier.

Sherry Heath stated that, in her opinion, it is not too late to save and rehabilitate at least a portion of the mansion. She wished that there would have been more local input.

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

City Attorney Hayden then gave a legal opinion. He said that, at this point, a historic designation for the mansion would not change anything and would not affect the mansion in any way. The demolition permit has been issued and the demolition is proceeding. He recommends that both the City Plan Commission and the Common Council take no action.

No action was taken.

V. Public Comment Period

None.

VI. Establish date, time and location of next meeting

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

VII. Adjournment

Motion (Hass/Schroeder) to adjourn. Carried. Adjourned at 6:23 P.M.

INSTRUCTIONS FOR PETITIONS AND MAP; VACATING STREETS AND ALLEYS

1. The petition must be signed by all owners of all frontage of lots and lands abutting streets and alleys, or portions thereof, sought to be vacated.
2. If you seek to vacate only a portion of a street and not the entire street, the petition must also be signed by the owners of more than one-third (1/3) of the frontage of the lots and lands abutting the remainder of the street which lies within 2,650 feet of the end or ends of the portion sought to be vacated, or lies within so much of that 2,650 feet as shall be within the corporate limits of the City of Merrill.
(NOTE: If the vacation will leave a portion of the street on both sides of the vacated portion, signatures of the owners of more than one-third (1/3) of the frontage of the lots and lands on both sides of the vacated portion are necessary.)
3. If you seek to vacate only a portion of an alley the petition must also be signed by the owners of more than one-third (1/3) of the frontage of the lots and lands abutting the remainder of the alley. For purposes of vacating an alley you may consider the beginning and ending of an alley to be within the block in which it is located.
(NOTE: If the vacation will leave a portion of the alley on both sides of the vacated portion, signatures of the owners of more than one-third (1/3) of the frontage of the lots and lands on both sides of the vacated portion are necessary.)
4. The petition cannot be acted upon if there are insufficient signers.
5. If any lot or lands for which signatures are required are OWNED BY MORE THAN ONE PERSON, such as a husband and wife together, then each and every owner of that lot or land MUST SIGN the petition.
6. If any lot or land is owned by the State, County, City, Minor or Incompetent Person, or if the title is held in trust, the petition may be signed by the Governor, County Board Chairman, Mayor, Guardian of the Minor or Incompetent, or Trustee, respectively. If owned by a Corporation the President, Secretary or other principal officer or managing agent may sign.
7. No street, alley or portion thereof may be vacated by petition unless the required number of qualified petitioners join in the petition for vacation and discontinuance.
8. File petition with the City Clerk at the City Hall.
9. All petitions improperly, insufficiently or incompletely filled out will be returned to the person who filed the same.

PETITION TO VACATE

\$175.00

(STREET) (PORTION OF STREET) (ALLEY) (PORTION OF ALLEY)
(Cross out inapplicable portion of title above)

(Note: See attached instructions for form and map)

TO: The Common Council
City of Merrill, Wisconsin

1 We, the undersigned owners of lots and lands in the City of Merrill, Wisconsin, as hereafter set forth following our signatures and on the attached map, petition the Common Council of the city of Merrill, Wisconsin, to vacate and discontinue the following described Street(s) and/or alley(s) in said City, in accordance with Section 66.296, Wisconsin Statutes, to-wit:

Charles Vensky 110 N Foster St. 715-218-9266
[Signature] 107 N Pine St.

(here fully describe as accurately as possible the street(s) and alley(s) you seek to vacate indicating exact beginning & ending points)

2. Our reasons for seeking vacation are as follows:

TO FACILITATE BUSINESS EXPANSION

Attachment: Application for alley vacation from Scantlin (5891 : Consider recommendation(s) from BPW on Scantlin alley vacation)

Signatures of all owners of all land abutting the street or alley to be vacated.
(use additional paper if necessary)

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____
Footage _____

**ANY DEPARTMENT RECEIVING A REQUEST OR PETITION TO
VACATE ALONG WITH THE FEE OF \$175.00 WILL
IMMEDIATELY GIVE IT TO THE CITY CLERK FOR
PROCESSING.**

(Per City Clerks Office-Please escort people to them for a receipt)

Clerk's Office:

Receives Petition and \$175.00

A copy will be given to City Administrator, Mayor, Zoning Administrator, and City Attorney for their review.

Zoning Administrator will provide legal of area to be vacated to City Attorney's Office

City Attorney's Office will draft a "Draft Resolution" to be considered at the
Board of Public Works meeting first
City Plan meeting second

Agendas for both of these meetings will be sent to the adjoining properties owners of the vacation area.

Upon approval at both meetings City Attorney's Office will draft a Class III Notice and have the Clerk's Office publish it in the official City of Merrill newspaper (Courier) 3 times. The final published notice will be 40 days prior to the Common Council meeting which will considering and approving the vacation.

Final resolution will be submitted to the Council by City Attorney's Office

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE VACATION OF AN ALLEY LOCATED IN
BLOCK TWELVE OF JM SMITH & COMPANY'S THIRD ADDITION**

WHEREAS, Brent Scatlin has requested the vacation of an alley, to facilitate business expansion; and,

WHEREAS, the alley to be vacated is described as: In the City of Merrill, Lincoln County, Wisconsin:

A part of Block Twelve (12) of J.M. Smith & Company's Third Addition to West Merrill located in the Southwest Quarter of the Southeast Quarter (SW ¼ of the SE ¼) of Section Ten (10), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin, more particularly described as follows:

Alley to be vacated lying in the SW ¼ of the SE ¼, Govt. Lot 9, Sec. 10, T31N R6E, City of Merrill, Lincoln County, Wisconsin: Beginning at the Southeast corner of Lot 6 of Block 12 of J.M. Smith & Company's Third Addition to West Merrill, thence East 16 feet to the East alley right-of-way line, thence North 100 feet along the East alley right-of-way line, thence West 16 feet to the West alley right-of-way line, thence South 100 feet along the West alley right-of-way line to the point of beginning.

WHEREAS, the Board of Public Works on April 28, 2021 and the City Plan Commission on June 1, 2021 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 13th day of July, 2021, that the following described alley be vacated:

A part of Block Twelve (12) of J.M. Smith & Company's Third Addition to West Merrill located in the Southwest Quarter of the Southeast Quarter (SW ¼ of the SE ¼) of Section Ten (10), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin, more particularly described as follows:

Alley to be vacated lying in the SW ¼ of the SE ¼, Govt. Lot 9, Sec. 10, T31N R6E, City of Merrill, Lincoln County, Wisconsin: Beginning at the Southeast corner of Lot 6 of Block 12 of J.M. Smith & Company's Third Addition to West Merrill, thence East 16 feet to the East alley right-of-way line, thence North 100 feet along the East alley right-of-way line, thence West 16 feet to the West alley right-of-way line, thence South 100 feet along the West alley right-of-way line to the point of beginning.

BE IT FURTHER RESOLVED, that the City hereby declares that the alley being vacated is not needed for public purposes and hereby declares that the portion vacated shall revert, to the extent permitted by law, to the adjoining property owners.

Attachment: Resolution on Alley Vacation for Scatlin (5891 : Consider recommendation(s) from BPW on Scatlin alley vacation)

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

PRELIMINARY PLAT OF ROCK RIDGE PARK

ALL OF LOT 4 OF CERTIFIED SURVEY MAP NUMBER 2802, RECORDED ON PAGE 16, IN VOLUME 236, AS DOCUMENT NUMBER 546324, FILED IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE; BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND PART OF GOVERNMENT LOT 4 OF SECTION 10, TOWNSHIP 31 NORTH, RANGE 6 EAST, ALL IN THE CITY OF MERRILL, LINCOLN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

SURVYOR'S CERTIFICATE
 I, JORHAN M. PRITCHET, WISCONSIN PROFESSIONAL LAND SURVEYOR S-2952, DO HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT I HAVE SURVEYED, MAPPED AND DIVIDED THE LAND OF OR COVERED BY THE FOREGOING DEED, RECORDED VOLUME 181, PAGE 614, LOCATED IN THE 2ND CONGRESSIONAL RANGE, TOWNSHIP 33 NORTH, RANGE 4 EAST, ALL BY THE CITY OF MOBILE, LINCOLN COUNTY, WISCONSIN.
 REGISTER OF DEEDS OFFICE, BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND PART OF GOVERNMENT LOT 4 OF SECTION 16, TOWNSHIP 33 NORTH, RANGE 4 EAST, ALL BY THE CITY OF MOBILE, LINCOLN COUNTY, WISCONSIN.

THAT THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 198,495 SQUARE FEET, 4.546 ACRES, MORE OR LESS.

THAT I HAVE MADE THIS SURVEY, DIVISION AND MAP THEREOF AT THE DIRECTION OF THE CITY OF MERRILL, OWNER OF SAID PARCEL.

THAT SAID PARCEL IS SUBJECT TO EASEMENTS, RESTRICTIONS, AND RIGHT-OF-WAYS OF RECORD

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES, WISCONSIN ADMINISTRATIVE CODE A-32.

THE SUBDIVISION REGULATIONS OF THE CITY OF MILWAUKEE, AND THE WISCONSIN DEPARTMENT OF ADMINISTRATION

THAT THIS MAP IS A CORRECT AND ACCURATE REPRESENTATION OF THE EXTERIOR BOUNDARIES OF SAID PARCEL, AND OF THE DIVISION THEREOF MADE.

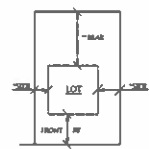
DATE TIME _____ DAY OF _____

REI ENGINEERING, INC.
JOSEPH W. FREITAGE
WILSON, N.J. 07097

OWNER:
CITY OF MERILL
1004 EAST 1ST STREET
MERILL, WI 54452
715-536-4880

ENGINEER:
CITY OF MERRILL
ROD AKEY
1004 EAST 1ST STREET
MERRILL, WI 54452
715-536-4800

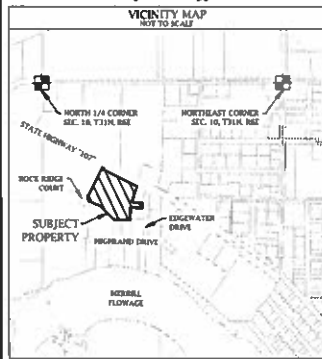
SURVEYOR:
REL ENGINEERING
JOSHUA W. PRENTICE WI PLS S-2852
4080 N. 207TH AVENUE
WAUKESHA, WI 54401
715-675-9784



FROM SECTION 11-34 OF THE CITY OF MINNEAPOLIS ZONING CODE
 "1' FOR ONE SIDE AND NO LESS THAN 20 FEET FOR BOTH SIDES
 YARDS FOR UP TO 2-1/2 STORY HOUSES AND 10 FEET ONE SIDE
 AND NO LESS THAN 7' FOR BOTH SIDES TAKEN FOR 1 STORY
 HOUSES AND TALLER FROM SIDE PROPERTY LINE.
 "20% OF THE DEPTH OF YOUR LOT, WITH THE PROVISION THAT
 YOU DON'T NEED A REAR YARD OR MORE THAN 10 FEET FROM
 THE REAR PROPERTY LINE.



1" = 50'

A horizontal scale bar with alternating black and white segments. It is labeled '0' at the left end and '50' at the right end. Above the bar, the text '1" = 50\'' indicates the scale.

GENERAL NOTES

GENERAL NOTES:

1. ALL DATA AND ARE REDUCED TO THE NORTH LINE OF THE NORTHWEST 1/4 SECTION 10N, TOWNSHIP 31 NORTH, RANGE 4 EAST, MEASURED TO NORTH POINT HWY 31 EAST.
2. THE EXISTING DRIVE AND DRIVEWAY ARE LOCATED AND ESTABLISHED BY USING THE VEHICLES TRACKS, THREE BENCHMARKS ARE SHOWN ON THE MAP.
3. THE PROPERTY LINE IS LOCATED BY THE SUBJECT PROPERTY TO THE LINE OF THE SURVEY.
4. MEASUREMENTS ARE AS FOLLOWS:
 - a. DRIVEWAY SETBACK - IN FEET FROM PROPERTY LINE.
 - b. SIDE YARD SETBACK - IN FEET FROM PROPERTY LINE.
 - c. REAR YARD SETBACK - IN FEET FROM PROPERTY LINE AND NO LESS THAN 31 FEET FOR BOTH SIDE YARDS FOR UP TO 1 1/2 STORY HOUSES AND 10 FEET FOR ONE SIDE AND NO LESS THAN 21 FEET FOR TWO SIDES FOR 2 1/2 STORY HOUSES.
 - d. REAR YARD SETBACK - 30% OF THE DEPTH OF YOUR LOT, WITH THE PROVISION THAT YOU CANNOT MEET A REAR YARD OR BACK LOT IN FEET FROM THE REAR PROPERTY LINE.
5. PUBLIC UTILITIES - THE EXACT INFORMATION FROM PLANS AND HANDINGS PROVIDED BY OTHERS HAS BEEN USED TO LOCATE THE UTILITIES. THE UTILITY LOCATIONS ARE APPROXIMATED. THE EXACT LOCATION OF THE UNDERGROUND UTILITIES/POLES, LACKING EXCAVATION, THE EXACT LOCATION OF ALL UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY DETERMINED BY THE SURVEY. THE EXISTING UTILITIES ARE SHOWN ON THE MAP.
6. FROM SURVEYS MAY BE IGNORED OR PARTIALLY REDUCED TO PROVIDE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION AND/OR A UTILITY LOCATIONS MAY BE REQUIRED.
7. FIELD WORK WAS COMPLETE ON 04-23-2023.
8. SUBJECT PROPERTY IS LOCATED IN THE 1/4 SECTION 10N, TOWNSHIP 31 NORTH, RANGE 4 EAST.
9. SUBJECT PROPERTY IS ZONED FOR R-1 SINGLE FAMILY.

CURV	Curve Table							
	CHORD LENGTH	CHORD BEARING	CHORD BEARING	CENTRAL ANGLE	ABC LENGTH	TANGENT BEARING	TANGENT DIST	TANGENT DIST
C1	256.07	S84° 48' 49"E	38.68	87° 50"E	36.70	N89° 17' 12"E	10.00	10.00
C2	229.07	S3° 30' 18"E	15.16	708° 37"	18.17	S53° 52' 20"E	31.65	31.65
C3	110.07	S87° 14' 54"E	58.60	11° 30' 37"	10.00	N89° 17' 12"E	10.00	10.00
C4	80.07	S87° 48' 49"E	49.87	14° 18' 48"	14.80	N89° 17' 12"E	10.00	10.00
C5	80.07	S6° 52' 17"E	42.47	47° 26' 48"	43.37	N63° 31' 15"E	11.64	11.64
C6	256.07	S84° 52' 49"E	38.62	167° 54"E	36.70	N89° 24' 47"E	10.00	10.00
C7	256.07	S78° 18' 12"	111.63	25° 40' 08"	72.87	N83° 24' 27"E	10.00	10.00
C8	316.07	S75° 47' 57"E	79.40	14° 46' 08"	79.30	S79° 16' 57"E	10.00	10.00
C9	316.07	S68° 14' 57"	138.67	22° 40' 08"	138.36	S68° 17' 57"E	10.00	10.00

