

**CITY OF MERRILL
CITY PLAN COMMISSION**

Tuesday, May 2, 2023

Regular Meeting

City Hall Council Chambers

6:00 p.m.

- I. **The meeting was called to order** by Mayor Hass at 6:00 PM.

Members Present: Mayor Steve Hass, Alderperson Steve Sabatke, Kyle Gulke, Ralph Sturm, Melissa Schroeder, Alli Henkelman and Robert Reimann.

Others Present: Public Works Director/City Engineer Akey, City Attorney Hayden, City Clerk Anderson-Malm, Building Inspector/Zoning Administrator Pagel, Library Director Laurie Ollhoff, Mike Geissler, Gary and Barb Emerich and Merrill Productions video operator.

- II. **Minutes of previous meeting** – Melissa Schroeder made a motion to approve the minutes from the February 7th meeting. Kyle Gulke seconded and the motion carried.

Before the rest of the meeting continued, Mayor Hass welcomed Alli Henkelman to the City Plan Commission.

- III. **Public Hearing:**

1. Public Hearing Notice:

City Attorney Hayden read the public hearing notice. Melissa Schroeder made a motion to open the hearing. Robert Reimann seconded and the motion carried.

2. Brian Lee, 100 N Polk St, requesting rezoning from public to business under M.M.C. Sec. 113.248 for 100 N Polk Street in the City of Merrill, Lincoln County, Wisconsin. Legally described in pin# 251-3106-141-0050:

Mr. Lee was not present at the public hearing.

Building Inspector/Zoning Administrator Pagel explained the property and gave a brief description of the proposed property revisions.

Barb Emerich – 109 N. Polk St – spoke during the public hearing and asked questions regarding property tax implications and questioned the reasoning to rezone from public to business. Mayor Hass and BIZA Pagel answered the questions favorably.

There was discussion between the committee regarding the property line, parking lot accessibility and maintenance. The parking lot agreement was discussed as well. BIZA Pagel discussed the conditions that are required by the state when changing codes and converting to something other than a church.

After further discussion, Mayor Hass made a motion to approve the rezoning request with the caveat within 6 months to present a plan and a parking lot agreement. Robert Reimann seconded. The motion carried on a 6/1 voice vote. Kyle Gulke voted no.

Robert Reimann made a motion to close the public hearing. Melissa Schroeder seconded and the motion carried. The public hearing was closed at 6:10 PM.

IV. **Discussion of Conditional Use Application form:**

Building Inspector/Zoning Administrator Pagel explained the response for updating the forms. It was discussed that as much information for individuals to understand what is needed and expected would be beneficial.

It was requested this be added to the next agenda for review.

V. **Approval of final plat for CM's First Additional (aka Johnson Street)**

The final plat was included in the packet. Alderperson Sabatke made a motion to forward to the Common Council for final approval. Melissa Schroeder seconded and the motion carried.

VI. **Public Comment:**

There was no public comment

VII. **Adjournment:**

Melissa Schroeder made a motion to adjourn. Kyle Gulke seconded and the motion carried. The meeting was adjourned at 6:22 PM.

Prepared by: Lori L. Anderson-Malm City Clerk