



CITY OF MERRILL
CITY PLAN COMMISSION
AGENDA • TUESDAY, JULY 1, 2025

Regular Meeting

City Hall Council Chambers

6:00 PM

To attend remotely call 501-737-0162 PIN 508 711 236 #

I. Call to Order

II. Minutes from Previous Meeting

1. Consider placing the minutes from the June 3rd meeting on file.

III. Public Hearing

1. Public Hearing
2. Mark and Tina Scott, 607 N Cleveland Street, requesting a Conditional Use Home Occupation under M.M.C. Sec 113-110 for a small engine repair business in a Residential District. Legally described in PIN# 251-3106-122-0034.

IV. Public Comment

V. Adjournment

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.

**CITY OF MERRILL
CITY PLAN COMMISSION
TUESDAY, JUNE 3, 2025 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:00 PM**

- I. Call to Order** Mayor Hass called the meeting to order at 6:00 pm.
Present: Mayor Hass, Melissa Schroeder, Allie Henkelman, Chad Krueger, D8 Alderperson Rutkowski, Ralph Sturm, Jim Finucan
Present Not Voting: Building/Zoning Administrator Darin Pagel, City Administrator/Public Works Director/City Engineer Rod Akey, City Attorney Thomas Hayden, City Clerk Anderson-Malm, Renee Krueger, Karry Johnson, Jesse Boyd, Dora Gorski, Robert Weaver, Don Dunphy, Eileen Guthrie, Police Chief Bennett, Merrill Community Media

II. Minutes from Previous Meeting

- 1. Consider placing the minutes from the February 4th meeting on file**
- (Schroeder/Henkelman) motion/second place minutes on file with the revision of Mayor Hass as present. The motion passed.

III. Public Hearing

- 1. Public Hearing Notice** - Mayor Hass read a statement regarding the role of the City Plan Commission. City Attorney Hayden read the public hearing notice. (D8 Alderperson Rutkowski/Henkelman) motion/second to open the public hearing. The public hearing started at 6:03 pm. Building Inspector/Zoning Administrator Pagel explained the request for a rezoning change.

Public Hearing: Robert Weaver - 1200 N Center Avenue - spoke regarding Pine Crest. He questioned if the new owners would pay property taxes with the zoning change. He also stated a private entity should follow the City's vision. He stated Pine Crest is a big asset to the community.

Don Dunphy - 200 E Riverside Avenue - spoke in opposition to the County's application. He stated Pine Crest is currently a government entity with approximately 140 employees and the buyer would be a for-profit, privately-owned facility. He asked the Commission to deny the County's application.

City Administrator Akey, reminded everyone we were not talking about business models at this meeting. This is regarding zoning only. The City is not looking to dictate what a government entity should do with their property.

Renee Krueger - She stated she was the one who applied for the rezoning application from public to thoroughfare commercial. An entity is not able to operate outside a public/governmental facility without rezoning.

(Sturm/Krueger) motion/second to close the public hearing. The motion passed.

- 2. Lincoln County, 801 N Sales Street, requesting rezoning from Public to Thoroughfare Commercial, addresses of 607 N Sales Street and 2100 E 6th Street, located in the City of Merrill, Lincoln County, Wisconsin. Legally described in PIN# 251-3106-182-0229.** - The Commission discussed the rezoning application. Schroeder questioned the reason a rezoning was not required previously and the 10-day between when the application was taken out. BIZA Pagel addressed the questions. Schroeder stated there are three options for the Commission to consider; to approve, deny or forward without recommendation.
- Schroeder motioned to forward the application without recommendation. The motion died for lack of a second.
- (D8 Alderperson Rutkowski/Krueger) motion/second to approve the rezoning and forward to the Common Council. Schroeder requested a roll-call vote. The motion passed on a 6/1 roll call vote with Schroeder voting no.

IV. Public Comment There was no public comment.

V. Adjournment (Krueger/D8 Alderperson Rutkowski) motion/second adjourn. The motion passed. The meeting was adjourned at 6:20 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm
Minutes are in draft form until approved at the next scheduled meeting.

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452

NOTICE OF PUBLIC HEARINGS

All persons interested will be given an opportunity to be heard at a public hearing to be held by and before the City Plan Commission of the City of Merrill, Wisconsin, commencing at **6:00 p.m. on Tuesday, July 1, 2025 in the Council Chambers, City Hall**, 1004 East First Street, Merrill, Wisconsin, on the following proposed matters, to wit;

- 1.) Mark and Tina Scott, 607 N Cleveland Street, requesting a Conditional Use Home Occupation under M.M.C. Sec 113-110 for a small engine repair business in a Residential District. Legally described in PIN# 251-3106-122-0034.

Anyone having any questions regarding the hearing should contact Zoning Administrator, Darin Pagel at 536-4880.

Dated: June 9, 2025

CITY OF MERRILL, WISCONSIN

By: *Lori Anderson Malm*
Lori Anderson-Malm
City Clerk

- e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.
 - f) A complete site plan showing building location, parking, landscaping, fencing or screening along with any other information which would aid in review.
 - g) Complete exterior renderings of the buildings showing design characteristics along with proposed colors.
2. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
 3. A fee of \$175.00 must accompany the application.

The information submitted with this application is true and accurate to the best of my knowledge and belief.



Signature of Applicant



Signature of Applicant

Attachment to Mark & Tina Scott/Mark's Mower & Blower Repair June 8, 2025, Application for Conditional Use Permit – City of Merrill

We are requesting a conditional use permit to start a service business—Mark's Mower & Blower Repair shop—a small business repair shop specializing in repair of lawn and garden and snow removal equipment, including lawn mowers, tillers, and snow blowers. This business is being set up as a service business; however, there *could be* possible future sales of a few in-stock parts for such lawn and garden and snow removal equipment and/or occasional sale of such equipment that I have repaired and am re-selling. All advertising for such sales would be done online or in the newspaper and not visible outside of the garage.

The business will be limited to using up to 2/3 of the garage for this purpose and will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare. The uses, values and enjoyment of other property in the neighborhood will not be impaired or diminished by the establishment, maintenance or operation of this business, and the business will not negatively affect the other residences or neighbors.

All work and storage of anything and everything pertaining to the proposed business will be done and kept inside the garage and not outside in the yard. We will only take in work that fits within the garage.

The proposed business will maintain the neat and tidy appearance of the existing residential property. The property will appear as residential for all intents and purposes with the exception of one small sign (maximum area of two square feet, attached flush to the garage between the two existing garage doors). We will apply for a sign permit with the City of Merrill if this conditional use permit application is approved.

No other external site improvements or changes will be required or made.

Traffic congestion on public streets will be minimized. The business will operate Monday through Saturday by appointment. Equipment pick-up and drop-off will also be offered as a service to minimize additional public street traffic.

Noise levels will be no louder than any other neighbor running a single piece of lawn and garden equipment or snow blower, so there will be no obvious audible indication of business use.

Here is an attached overhead view of the property which will not change in any way, and a view of the garage where the proposed business would be located.

