



CITY OF MERRILL

CITY PLAN COMMISSION

AGENDA • TUESDAY, AUGUST 4, 2026

Regular Meeting

City Hall Council Chambers

6:30 PM

To attend remotely call 401-552-4927 PIN 748 014 517 #

I. Call to Order

II. Minutes from Previous Meeting

1. Consider placing the minutes from the July 7th meeting on file

III. General Agenda Items for Consideration

1. Discuss and consider a petition to vacate the alley on the 500 block of Blaine Street. The Board of Public Works recommends approval.
2. Discuss and consider a resolution authorizing the vacation of a (ROW) right of way located at the south-west corner of G.R. Sturdevant's addition (Logan Ave). The Board of Public Works recommends approval.
3. Discuss and consider a resolution authorizing the vacation of a portion of land in Mary Poor's addition (by S. Nast St and Logan Ave). The Board of Public Works recommends approval.

IV. Public Comment

V. Adjournment

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

**CITY OF MERRILL
CITY PLAN COMMISSION
TUESDAY, JULY 7, 2026 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, Alli Henkelman, D8 Alderperson Rutkowski, Ralph Sturm, Jim Finucan
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, City Clerk Anderson-Malm
Excused: Building/Zoning Administrator Darin Pagel, Chad Krueger
- II. Minutes from Previous Meeting**
 - 1. Consider placing the minutes from the April 13th meeting on file**
- (Schroeder/Henkelman) motion/second to place minutes on file. The motion passed.
- III. General Agenda Items for Consideration**
 - 1. Discussion and consideration to vacate and discontinue the following described street and alleys. This was recommended by the Board of Public Works Committee:**

Jessie Court ROW south of Delmore Drive
Alley south of E 9th Street and west of N Kyes Street
Alley south of River Street and west of S Nast Street
Alley east of S Kyes Street and south of Logan Avenue - CA Akey
explained the reasons behind vacating and discontinuing the street and alleys. Letters were sent to property owners. M Schroeder asked if anyone contacted the city for or against this proposal. CA Akey stated no one was at the Board of Public Works meeting speaking for or against this proposal. (Schroeder/D8 Alderperson Rutkowski) motion/second to approve the recommendation from the Board of Public Works and forward to the Council for finalization after publication. The motion passed.
- IV. Public Comment** There was no public comment.
- V. Adjournment** (Finucan/Henkelman) motion/second to adjourn. The motion passed. The meeting adjourned at 6:06 pm.

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

PETITION TO VACATE

\$175.00 pd 7/8/26

(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:

(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 give a private drive way to John Koehler
and change property lines.

Signatures of all owners of all land abutting the street or alley to be vacated .

(use additional paper if necessary)

huffy8045@msn.com

715-250-3507

NAME Brian Hoffman ADDRESS 501 Blaine Street

Description 25131061140165

Footage 100'

NAME John Kochler ADDRESS 507 Blaine St.

Description 25131061140158

Footage 100'

NAME _____ ADDRESS _____

Description _____

Footage _____

NAME _____ ADDRESS _____

Description _____

Footage _____

NAME _____ ADDRESS _____

Description _____

Footage _____

NAME _____ ADDRESS _____

Description _____

Footage _____

NAME _____ ADDRESS _____

Description _____

Footage _____

NAME _____ ADDRESS _____

Description _____

Footage _____





RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE VACATION OF AN ALLEY LOCATED
NORTH OF LOTS THIRTEEN AND FOURTEEN OF BLOCK THREE OF VR
WILLARDS ADDITION**

WHEREAS, Brian Hoffman has requested the vacation of a portion of an alley; and,

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

Part of the first alley South of E 6th Street, East of Blaine Street, North of E 5th Street, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: The part of that certain east-west alley North of Lots Thirteen (13) and Fourteen (14), of Block Three (3) of the V.R. Willard's Addition, being part of the Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼), Section Eleven (11), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

WHEREAS, the Board of Public Works on July 29, 2026 and the City Plan Commission on August 4, 2026 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 13th day of October, 2026, that the following described alley be vacated:

Part of the first alley South of E 6th Street, East of Blaine Street, North of E 5th Street, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: The part of that certain east-west alley North of Lots Thirteen (13) and Fourteen (14), of Block Three (3) of the V.R. Willard's Addition, being part of the Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼), Section Eleven (11), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

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.

CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk

Legal Description

The portion of land commencing at the Southwest corner of Lot One (1), of Block One (1) of G.R. Sturdevant's Addition, the place of beginning; running thence East to the Southeast corner of Lot One (1), of Block One (1) of G.R. Sturdevant's Addition; thence South to the Southeast corner of G.R. Sturdevant's Addition; thence Northwesterly to the place of beginning, all in G.R. Sturdevant's Addition of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.



RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE VACATION OF A RIGHT OF WAY (ROW)
LOCATED AT THE SOUTHWEST CORNER OF G.R. STURDEVANT'S ADDITION**

WHEREAS, The City of Merrill Engineering Department has requested the vacation of a portion of a right of way; and,

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

The portion of land commencing at the Southwest corner of Lot One (1), of Block One (1) of G.R. Sturdevant's Addition, the place of beginning; running thence East to the Southeast corner of Lot One (1), of Block One (1) of G.R. Sturdevant's Addition; thence South to the Southeast corner of G.R. Sturdevant's Addition; thence Northwesterly to the place of beginning, all in G.R. Sturdevant's Addition of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

WHEREAS, the Board of Public Works on July 29, 2026 and the City Plan Commission on August 4, 2026 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 13th day of October, 2026, that the following described alley be vacated:

The portion of land commencing at the Southwest corner of Lot One (1), of Block One (1) of G.R. Sturdevant's Addition, the place of beginning; running thence East to the Southeast corner of Lot One (1), of Block One (1) of G.R. Sturdevant's Addition; thence South to the Southeast corner of G.R. Sturdevant's Addition; thence Northwesterly to the place of beginning, all in G.R. Sturdevant's Addition of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

BE IT FURTHER RESOLVED, that the City hereby declares that the right of way 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.

CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk

Legal Description

The portion of land in Mary Poor's Addition South of Lots Three (3) and Four (4), of Block One (1) of Mary Poor's Addition, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: The portion of land commencing at the Southwest corner of Lot Four (4), of Block One (1) of Mary Poor's Addition, the place of beginning; running thence East to the Southeast corner of Lot Three (3), of Block One (1) of Mary Poor's Addition; thence South to the Southeast corner of Mary Poor's Addition; thence Northwesterly to the Southwest corner of Mary Poor's Addition; thence North to the place of beginning, all in Mary Poor's Addition of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.



RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE VACATION OF A PORTION OF LAND IN
MARY POOR'S ADDITION**

WHEREAS, The City of Merrill Engineering Department has requested the vacation of a portion of land; and,

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

The portion of land in Mary Poor's Addition South of Lots Three (3) and Four (4), of Block One (1) of Mary Poor's Addition, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: The portion of land commencing at the Southwest corner of Lot Four (4), of Block One (1) of Mary Poor's Addition, the place of beginning; running thence East to the Southeast corner of Lot Three (3), of Block One (1) of Mary Poor's Addition; thence South to the Southeast corner of Mary Poor's Addition; thence Northwesterly to the Southwest corner of Mary Poor's Addition; thence North to the place of beginning, all in Mary Poor's Addition of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

WHEREAS, the Board of Public Works on July 29, 2026 and the City Plan Commission on August 4, 2026 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 13th day of October, 2026, that the following described portion of land be vacated:

The portion of land in Mary Poor's Addition South of Lots Three (3) and Four (4), of Block One (1) of Mary Poor's Addition, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: The portion of land commencing at the Southwest corner of Lot Four (4), of Block One (1) of Mary Poor's Addition, the place of beginning; running thence East to the Southeast corner of Lot Three (3), of Block One (1) of Mary Poor's Addition; thence South to the Southeast corner of Mary Poor's Addition; thence Northwesterly to the Southwest corner of Mary Poor's Addition; thence North to the place of beginning, all in Mary Poor's Addition of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

BE IT FURTHER RESOLVED, that the City hereby declares that the portion of land 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.

CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk

DRAFT