

**Village of Mayville Planning Commission**  
Proposed Meeting Minutes

March 07, 2018

Present: 4

Richard Dotson-Chairman, Cecilia Kapcia-Vice Chairman, Judy Chesney-Secretary, Randy Valentine

Meeting opened at 6:30 pm.

C. Kapcia made a motion to approve Agenda, motion was seconded by R. Dotson, motion passed.

R. Valentine made a motion to approve February minutes, motion was seconded by C. Kapcia, motion passed.

R. Dotson made a motion to approve February Public Hearing minutes, R. Valentine seconded, motion passed.

C. Kapcia made a motion to table the Historic Facade ordinance discussion, seconded by J. Chesney, motion passed.

Discussed our Black Book ordinance Section 18.43 (1) Street level apartments may not be located or occupy space within 30 feet of any exterior wall facing Main Street or Fulton Street, 2) The 30 feet minimum facing Main Street or Fulton Street shall only be used as permitted under the Mayville Zoning Ordinance,) and addressing the Village Council.

Discussed the new flow charts for the RRC that R. Valentine will make and we will work on at our working meeting March 21<sup>st</sup> at the school.

Discussed our profiles on the Village website. J. Chesney volunteered to do a PIP (property information package) for the RRC.

Discussed re-arranging our zoning book to make it more user friendly. J. Chesney would like a new more detailed index. C. Kapcia motioned to move Section 13 (Effective Date and Certification) to Section 1, seconded by R. Valentine, motion passed. R. Valentine motioned to move Section 1 (Districts and Maps) to Section 15, seconded by C. Kapcia, motion passed.

Discussed adding 'non conforming & conforming' to our definitions in Section 8 page 36. and to take out Medical Marijuana Dispensary from that list also. Also, in Section 9 page 38 in the middle of the page should be 10 instead of a 20. Also fix Section 10 number 3. c., take out the 15.215 and put in 'f' till our Sections are renumbered. C. Kapcia motioned that we add Parks, Non-conforming, Public Services to our definitions, R. Valentine seconded, motion passed.

Discussed our Section 3 General Provisions, number 3 Restoring Unsafe Buildings, goes hand in hand with the Village Black Book Section 30.61 Dangerous Buildings.

C. Kapcia will fix our books and leave Section 13 blank. C. Kapcia would like minutes taken at our Working meetings.

J. Chesney will keep the flow charts under new business. We will keep the RRC requirements on the Agenda also. J. Chesney will bring copies of what is left to do, to our next meeting.

C. Kapcia motioned that J. Chesney does the Agenda, R. Valentine seconded, motion passed.

R. Valentine motioned to adjourn, R. Dotson seconded. Meeting adjourned at 8:08 pm.

Submitted by Judy Chesney