

## Village of Mayville Planning Commission

### Proposed Meeting Minutes

January 03, 2018

Present: 4

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

Visitors: 1

Barbara Valentine-Village President, Sue Marlow-Village Trustee, Al Sugden-resident

Meeting opened at 7:30 pm.

R. Valentine made motion to approve December Public Hearing Mayville State Bank minutes Motion was seconded by R. Dotson, motion passed.

C. Kapcia made a motion to approve December regular meeting minutes, motion was seconded by R. Dotson, motion passed.

C. Kapcia made a motion to approve agenda, seconded by R. Valentine seconded, motion passed.

Discussed map zoning.

Discussed the ZBA, council will appoint the ZBA.

Discussed 'Complete Streets' we will give this to Council to discuss.

Discussed Downtown Zoning Ordinance (voice recording :1:19:01) J. Chesney will modify the 'Saline form based code' one for Mayville for next month.

Discussed the DDA and becoming Planning/DDA

R. Valentine made a motion to maintain existing officers as is, C. Kapcia seconded, motion passed.

Discussed the internal flow chart and who should be responsible for dispersing blue prints. R. Dotson (Planning Chairman) will pick up (14) from the clerk (she receives 15) and disperse properly.

Chapter 22 needs to be changed to reflect this step.

Discussed Site Plan Tracking

Discussed Sample letters that are written and in the clerks office for Site Plan Review requests, Approval, Denial, Appeals.

R. Valentine motioned to adjourn, R. Dotson seconded.  
Meeting adjourned at 8:45 pm.

Submitted by Judy Chesney