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Mayville Planning Commission Official Minutes – December 17, 2025

Present: 5 Cecilia Kapcia-Chairman, Roger Huntley, Joshua LaValley, Susan Shaver, and Kelly Torrey

Absent: 0

Guests: 3

The meeting started at 6:30 p.m.

S R. Huntley moved and was supported by K. Torrey to approve November 19, 2025, meeting minutes. Motion passed.

K. Torrey presented the December Zoning Report S. Shaver moved and was supported by R. Huntley to approve the report. Motion passed.

C. Kapcia presented the Village Manager update the Lagoon Phase 2 work is wrapping up for the winter and demobilizing the big equipment. Filed an intent to apply for funds regarding Lead and Copper through EGLE and DWSRF (drinking water state revolving fund) Funding. Water tower had a malfunction wire that was frozen and shut down the water tower due to furnace failure and not having a temperature control alarm. These issues are being corrected by the DPW.

The 2025 Planning Commission Survey was presented to Council and the Planning Commission. S. Shaver moved and supported by J. LaValley to post the results on the website. Motion passed.

Roger Huntley and Susan Shaver have consented to continue the Planning Commission for another three years with terms expiring in 2028.

R. Huntley moved and was supported by K. Torrey to increase the 2025 Fee Schedule to the following: Residential Fee to \$75, Commercial Fee to \$150, Variance to \$350, Special Meeting Fee to \$350, and Council Approvals to \$350 fees for the 2026 calendar year and send to Council. Motion passed.

J. LaValley moved and was supported by S. Shaver to adjourn the meeting at 7:19 p.m. Motion passed.

Submitted by,

Cecilia Kapcia, Recording Secretary