

Village of Mayville Planning Commission  
Proposed Meeting Minutes

February 2, 2016

Present: 6

Richard Dotson, Judy Chesney, Annette Prothero, Lorrie Hamilton,  
Cecilia Kapcia, Tony Windham (Temporary)

Visitors: 1

Clare Fryers, Zoning Administrator

1. Meeting opened at 7:00 pm.
2. Minutes from January 2016 were approved with the change of Quorum from Quarum. C. Kapcia motioned and T. Windham seconded. Passed
3. Minutes from December 2015 were approved with the change of putting a space between the time and the pm. C. Kapcia motioned and T. Windham seconded. Passed
4. Discussed SECTION 10 Site Plan Review  
  
Decided to add “**Completion Date**” in the number 4 pg. 47 as ‘g’ pg. 48.  
C. Kapcia motioned and T. Windham seconded. Passed  
The wording is still being worked on. (starting with)  
All site plans must have a completion date, extensions can be submitted to the Village Planning Commission and then submitted to the Village Council for approval.
5. Discussed that all the planning commission members should do some homework on what other municipalities planning commissions have in their “site plan review” requirements.
6. Voted in R. Dotson as Chairman, J. Chesney motioned and seconded by T. Windham.
7. Voted C. Kapcia as Vice Chairman, T. Windham motioned and seconded by J. Chesney.
8. T. Windham motioned to adjourn at 8:05 pm R. Dotson seconded.
9. Meeting adjourned at 7:35 pm.

Submitted by Judy Chesney