

CITY OF GILLETT
PLANNING COMMITTEE MEETING
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124

MONDAY, MARCH 25, 2019 AT 6:00 PM
MINUTES

Chairman McCarthy called the meeting to order at 6:00 pm.

Roll Call

Present: Alderperson Josh McCarthy, Sandy Hubbard, and Matthew Stroik.

Also Present: Deputy Clerk Treasurer Chelsea Anderson, Mayor James Beaton, Alderperson Nanette Mohr, Irene Drake, and Marie Blaser. Public Debbie Rudie. Building inspector Duff Leaver (6:13pm).

Public Input: None

AGENDA ITEMS:

1. Discussion and Possible action on Minutes from March 18, 2019
MOTION: Stroik/Hubbard
Motion to approve the minutes from March 18, 2019.
Voice Vote: All Ayes – **MOTION CARRIED**

2. Discussion and Possible action on 151 West Main Street Building permit Re-roof- Resident began work before getting a permit. City hall emailed them the application and they filled it out and paid the building permit fee and the penalty.

3. Discussion and Possible action on 309 E Main Street Building permit Re-roof- Resident began work before getting a permit. City hall emailed them the application and they filled it out and paid the building permit fee and the penalty.

4. Discussion and Possible action on building permits procedures- Need a rental/multifamily ordinance for upkeep. Need to figure out a plan on building permit procedures from the resident to city hall to the building inspector. Committee will make a check list for more details on simple building permits. Building inspector will always handle new construction along with the committee. For simple permits- need to provide a quote and specs on materials. Refundable deposit of 1% of the project or minimum of \$100 needs to be paid until the building inspector has signed off on the project. Minimum building permit number could be changed to over \$1000 before a permit is needed. These policies/ordinances will go to our city attorney to be drawn up and then to Health, Protection, and Licensing.

5. Discussion and Possible action on 20 Year Comprehensive Plan –Quotes came in from MSA Engineering at \$17,000 and Bay Lake at \$8-10,000. Waiting on more quotes from Ayres and Granite Development. Going to call Bay Lake to see if that price included the meetings.

6. Set Next Meeting Date- To be determined.
7. Adjournment at 7:20 PM.
MOTION: Stroik/Hubbard
Motion to adjourn.
Voice Vote: All voting aye – **MOTION CARRIED**

Respectfully Submitted by
Deputy Clerk Treasurer Chelsea Anderson