



**CITY OF MAYVILLE PLAN COMMISSION
MEETING AGENDA
AUGUST 26, 2026
4:00 PM
MAYVILLE CITY HALL
15 S. SCHOOL STREET**

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. CITIZEN COMMENTS

Citizen Comments are to be kept to a maximum of five minutes per speaker unless the chairperson allows an extension of time. Each citizen is to make comments at the podium after stating name and address. Each citizen may comment only one time per public hearing / meeting.

4. PUBLIC HEARING

**4.1. Public Hearing for the Conditional Use Application of TriCore Forest Products
Site Address: 529 Furnace Street**

Public hearing notice was posted on August 4, 2026, and published August 13, 2026, and August 20, 2026 in the Dodge Co. Pioneer.

5. APPROVAL OF MINUTES

5.1. Approval of Minutes of the July 22, 2026, Plan Commission Meeting

6. DISCUSS WITH POSSIBLE ACTION

**6.1. Discuss, with Possible Recommendation, the Conditional Use Application of TriCore Forest Products
Site Address: 529 Furnace Street**

6.2. Discussion and Direction to Staff Regarding the Development of an Ordinance Addressing Occupancy of Campers, Recreational Vehicles, and Other Non-Dwelling Structures as Residences

7. FUTURE AGENDA ITEMS

8. NEXT MEETING DATE AND TIME

8.1. Next Meeting Date - September 23, 2026, at 4:00 PM

9. ADJOURNMENT

Mayor Rob Boelk, Presiding Officer

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact City Hall at least one (1) business day prior to the meeting.



**CITY OF MAYVILLE PLAN COMMISSION
MEETING - AMENDED MINUTES
JULY 22, 2026
4:00 PM
MAYVILLE CITY HALL**

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 04:00 PM by Ald. Kim Olson, with the following roll call:

Present: Mayor Rob Boelk (arrived at 4:04pm), Ald. Kim Olson, James Baron, Travis Puls, Broc Fleischer, Andrew Shoemaker

Excused: Larry Liebenow

Absent: None.

Staff present: Don Neitzel from Kunkel Engineering and Clerk/Executive Assistant Anastasia Gonstead.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

Recited by those in attendance.

3. CITIZEN COMMENTS

None.

4. APPROVAL OF MINUTES

4.1. Approval of Minutes of the June 24, 2026, Plan Commission Meeting

The motion to approve the minutes of the June 24, 2026, Plan Commission meeting was made by B. Fleischer and seconded by A. Shoemaker.

Ayes: Mayor Boelk, Ald. Olson, J. Baron, T. Puls, B. Fleischer, A. Shoemaker.

Nays: None.

Vote Count: 6 - 0

Motion has Passed

5. DISCUSS WITH POSSIBLE ACTION

5.1. Discuss, with Possible Recommendation, Enclosed Storage/Storage Containers in Residential Neighborhoods

Discussion was had amongst the Commission regarding shipping containers in residential neighborhoods and how the City zoning code does not address this. The Commission discussed various aspects including how these are handled in other communities, technical requirements, and the possibility of permitting.

A consensus was reached to have this matter handled through zoning code update.

The motion to table until zoning code update commences was made by A. Shoemaker and seconded by B. Fleischer.

Ayes: Mayor Boelk, Ald. Olson, J. Baron, T. Puls, B. Fleischer, A. Shoemaker

Nays: None

Vote Count: 6 - 0

Motion has Passed

5.2. Discuss, with Possible Recommendation, the Request of Flyway Soccer Association to Shipping Containers at Betterway Drive.

Parcel No. 251-1216-2523-007

Don Neitzel with Kunkel Engineering provided an overview of the projected plan for the Flyway Soccer Association's request to have shipping containers on their property at Betterway Drive. The Commission discussed potential issues with the presented plan, noting the shipping containers must be on the Association's property and meet setback requirements. The representative from the Association answered Commission questions, including clarifying the shipping containers will be for storage.

The motion to approve the west side shipping container and the east side to come back to Plan Commission to show compliance with setback requirements was made by Mayor Boelk and seconded by J. Baron.

Ayes: Mayor Boelk, Ald. Olson, J. Baron, T. Puls, B. Fleischer, A. Shoemaker.

Nays: None.

Vote Count: 6 - 0

Motion has Passed

5.3. Discuss, with Possible Recommendation Zoning Code Update Proposal from Community Planning & Consulting, LLC

Don Neitzel from Kunkel Engineering provided an overview of the proposal from Community Planning & Consulting, LLC.

The motion to recommend Common Council hire Community Planning & Consulting, LLC for a zoning code update and have the quote for services included in the 2027 budget was made by A. Shoemaker and seconded by T. Puls.

Ayes: Mayor Boelk, Ald. Olson, J. Baron, T. Puls, B. Fleischer, A. Shoemaker.

Nays: None.

Vote Count: 6 - 0

Motion has Passed.

6. FUTURE AGENDA ITEMS

Commission members discussed concerns regarding individuals residing in campers and other structures not intended for human habitation within the City. Members expressed interest in exploring potential legislation to address the occupancy of these sort of structures for residential purposes. By consensus, the Plan Commission requested this be added to the August agenda and directed staff to research existing ordinances from other municipalities.

Mr. Neitzel also notified the members that a conditional use will also be coming forward for the August agenda.

7. NEXT MEETING DATE AND TIME

7.1. Next Meeting Date - August 26, 2026, at 4:00 PM

8. ADJOURNMENT

The motion to adjourn the meeting was made by T. Puls and seconded by A. Shoemaker.

Ayes: Mayor Boelk, Ald. Olson, J. Baron, T. Puls, B. Fleischer, A. Shoemaker

Nays: None

Vote Count: 6 - 0

Motion has Passed. The Plan Commission meeting was adjourned at 4:39 PM.

Respectfully submitted by Lexi Volbright - Deputy Clerk



Plan Commission Application

Meetings are held the 4th Wednesday of each month.

Applications, payment, and all accompanying information are due the first Monday of each month.

Answer all questions – Incomplete applications may be returned.

Application Request (Please check the applicable boxes)

☒	Conditional Use (New, Amendment, or Special Use) – Cost: \$400.00
☐	Planned Unit Development – Cost: \$425.00
☐	Planned Unit Development (Amendment or Special Use) – Cost: \$50.00
☐	Concept Plan – Cost: \$50.00
☐	Comprehensive Plan Amendment – Cost: \$400.00
☐	Site Plan Review – Cost: \$200.00
☐	Conditional Use (Full Review or Amendment) – Cost: \$175.00
☐	Zoning, Rezoning, or Zoning Amendment – Cost: \$425.00
☐	Certified Survey Map – Minor Subdivision - Cost: \$150.00
☐	Preliminary Plat – Cost: \$300.00
☐	Final Plat or Reapplication of Final Plat – Cost: \$125.00
☐	Street Easement Vacation – Cost: \$175.00
☐	Developer's Agreement – Developer to pay all associated costs.
☐	Other: _____ - Cost to be determined.

Property Information

Property Type (circle one)	Commercial	<u>Industrial</u>	Residential	Other: _____
Property Address	529 Furnace St.			
Parcel No.	251-1216-1444-039	Current Zoning	M-1	
Lot Size (sq. ft.)	96,000 sq. ft.	Building Area (sq. ft.)	5,684	
Floodplain (circle one)	Yes	<u>No</u>		

Applicant Information

Applicant Name	TriCore Forest Products
Address	6011 29 th Ave Kenosha, WI 53143
Phone	262) 605-1494
Email	info@ktownpallet.com



Plan Commission Application

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Property Owner Information

Name(s)	Ignacio Triana
Address	6011 29 th Ave Kenosha, WI 53143
Phone	262) 605-1494
Email	info@ktownpallet.com

Architect / Engineer / Contractor Information

Firm Name	
Primary Contact	
Address	
Phone	
Email	

Please provide as much detailed information as possible. (Add additional pages, if needed.)

Briefly explain what you are requesting to be reviewed and/or approved:

Conditional use for small industrial sawmill & lumber processing operation

Provide a brief overview of proposed use(s) of entire property and/or lease space:

Receive logs, process lumber, store logs outdoors, finished lumber, ship finished lumber away on flatbeds

Hours of Operation: Mon - Fri 1am - 3pm

Provide a brief overview of proposed daily on-site operations:

Indoor sawing, resawing, material handling, shipping/receiving, forklift and skid steer operations

Describe any potential environmental impacts from the proposed use, including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.:

Indoor processing, dust collection, enclosed sawdust trailer, orderly outdoor storage



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Describe all businesses, properties, and other entities located adjacent to the proposed use:

Industrial/mfg uses

Describe any proposed, development, on-site improvements, or other construction/remodeling activities:

Install sawmill, restroom, electrical upgrades, dust collection system, plumbing,

Describe any proposed grading and/or stormwater management plan:

Comply with city requirements

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.:

Maintain existing drives + organized storage areas

Describe any proposed on-site security measures, including site lighting:

Potential for fencing in property

Describe any existing or proposed Life Safety Systems (Including fire hydrants, fire suppression, and fire alarm systems):

Fire extinguishers, access lanes, code compliant systems

Describe the projected traffic circulation and impacts:

- Less than 5 inbound log loads per wk

List all setbacks from right-of-way and property lines, and height limitations:

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any:

Obtain required state/local permits

Does this project require other jurisdictional approvals from other governmental or regulatory entities. If yes, please explain:

Describe any proposed signage, including type, size, and location:

Business I.D signage



Plan Commission Application

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If construction is proposed, describe proposed exterior building materials (type, color, etc.):

No exterior expansion proposed

Describe any site-specific features/constraints, etc.:

Outline proposed parking requirements, including number of spaces plus those dedicated for handicapped parking:

Less than 15 parking spaces including ADA as required

Projected Sewer/Wastewater Usage: TBD gal/year

Projected Water Usage: TBD gal/year

Acknowledgement and Signatures

I/We hereby certify that I/we have reviewed the above City of Mayville Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true, and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The City of Mayville reserves the right to request additional information as deemed necessary.

Applicant Signature & Date	 7/20/26
Co-Applicant Signature & Date	

CITY HALL - OFFICE USE ONLY

Date Received		Payment Info	
Approved/Denied by Plan Commission		Approved/Denied by Common Council	
Clerk Signature & Date			



Plan Commission Application

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Application Type	Newspaper Publication Requirements	Public Hearing Requirements	Mailed Notice Requirements	Guiding Statute and Code	Notes
Conditional Use Permit	Class 2 Notice- once a week for two consecutive weeks	Yes	Abutting property owners	Wis. Stats. §62.23(7)(de), Mayville Code Ch. 430-26	
Rezone/Zoning Amendment	Class 2 Notice- once a week for two consecutive weeks	Yes	Property owners within a 300 foot radius	Wis. Stats. §62.23(7)(d), Mayville Code Ch. 430, Article XVIII	Ordinance at Common Council
Planned Unit Development (PUD)	Class 2 Notice- once a week for two consecutive weeks	Yes	Property owners within a 300 foot radius	Wis. Stats. §62.23(7)(d), Mayville Code Ch. 430, Article VI, including §430-53	
Site Plan Review	None	No	No	Mayville Code Ch. 430	
Certified Survey Map	None	No	No	Wis. Stats. §236.34, Mayville Code Ch. 425	
Comprehensive Plan Amendment	Class 1 Notice – published at least 30 days before the hearing	Yes	No	Wis. Stats. §66.1001(4)(d), Mayville Code Ch. 405	
Preliminary Plat/Final Plat	None	No	Depends on subdivision circumstances	Wis. Stats. §236, Mayville Code Ch. 425	
Street Vacation/Right-of-Way Vacation (Platted Street)	Depends on whether it is a plat vacation, statutory discontinuance, or municipal vacation	Yes	Depends on statutory procedure and affected interests	Wis. Stats. §66.1003, Wis. Stats. Ch. 236, Mayville Code Ch. 430	
Private Easement Vacation (Utility, Access, etc.)	Depends on easement documents and authority used	Yes	Depends on affected parties	Wis. Stats. §66.1003	

Form Revised 07/09/2026

Conditional Use Permit Submission Package

Proposed Sawmill and Lumber Processing Operation

Furnace Street Property | Mayville, Wisconsin

Applicant

TriCore Forest Products LLC

Property Address

529 Furnace St, Mayville, WI 53050

Requested Use

Sawmill, lumber processing, log receiving, and
lumber storage

Prepared For

City of Mayville Plan Commission

Target Meeting

Aug.
~~July~~ plan commission (8/26/26)
Sept. Common Council (9/14/26)

Prepared Date

July 16, 2026

1. Executive Summary

TriCore Forest Products LLC proposes to operate a small industrial sawmill and lumber-processing facility at the Furnace Street property in Mayville. The operation is intended to receive logs, process them into lumber and related wood products, store raw materials and finished lumber on site, and ship finished products by truck. The proposed use will primarily support the applicant's related pallet-manufacturing operations and may also supply lumber to other industrial customers.

Primary activities will occur inside the existing approximately 58-foot by 98-foot building, including the saw line and associated material handling. Outdoor areas will be used for orderly log storage, limited lumber staging, truck maneuvering, and employee parking as shown on the conceptual site plan. The applicant intends to manage noise, dust, traffic, stormwater, fire safety, and housekeeping through the operating controls described in this submission.

2. Application Overview

Item	Proposed Information
Applicant / Operator	TriCore Forest Products LLC
Property Owner	Ignacio Triana
Site Address	529 Furnace St, Mayville, WI 53050
Parcel Number	251-1216-1444-039
Existing Zoning	M-1 light manufacturing
Approval Requested	Conditional use approval for sawmill and lumber-processing activities
Existing Building	Approximately 58 ft. x 98 ft.; lower approximately 30-ft. portion includes overhead-door access
Employees	Approximately 6-8 employees per shift at initial operation

3. Proposed Mode of Operation

3.1 Raw Material Receiving

Logs and other wood raw materials will arrive by semi-trailer, log truck, or other commercial vehicle. Deliveries will be scheduled during normal operating hours. Trucks will enter the property from Furnace Street, proceed to the designated unloading/staging area, unload using appropriate material-handling equipment, and exit using the designated circulation path.

3.2 Sawing and Processing

Primary sawing will take place inside the existing building in the area identified on the site plan as the "Indoor Sawing / Processing Area." Proposed equipment may include a head saw or band sawmill, resaw, edger, conveyors, trim saws, debarker or related lumber-processing equipment, forklifts, and dust-collection systems. Equipment will be installed and operated in accordance with applicable building, electrical, fire, mechanical, and occupational-safety requirements.

3.3 Material Flow

Logs will move from the outdoor log-storage area to the indoor processing area. Finished or partially processed lumber will move to designated indoor or outdoor staging areas. Forklift travel lanes will be kept clear, and pedestrian access will be separated from active material-handling zones where practicable.

3.4 Finished Product and Byproduct Handling

Finished lumber will be stacked in stable, organized units and stored in designated areas. Bark, sawdust, chips, slabs, and off-cuts will be collected and removed, recycled, sold, or otherwise managed in accordance with applicable requirements. Specifically, sawdust will be collected by a vacuum system and accumulated in an enclosed trailer via ductwork. Waste materials will not be allowed to accumulate in a manner that creates a nuisance, fire hazard, or stormwater concern.

3.5 Shipping

Outbound shipments will generally consist of processed lumber or wood products loaded onto flatbed commercial trailers. Loading will occur in the designated loading on the west side of the building.

4. Hours, Deliveries, and Traffic

Category	Proposed Limit	Notes
Production hours	Monday-Friday, 6:00 a.m.-3:00 p.m.	No nighttime production proposed.
Saturday	7:00 a.m.-11:00 p.m.	Limited production, maintenance, or loading as needed.
Sunday / holidays	Normally closed	Emergency maintenance only.
Inbound deliveries	Less than 5 truckloads per week	Scheduled during operating hours.
Outbound shipments	Less than 5 truckloads per week	Loaded on the west side of the building
Employee vehicles	Less than 15 vehicles per shift	Parked in designated area.

5. Storage and Site Organization

Outdoor Log Storage

Logs will be stored in the designated log yard on a stable surface, in organized rows or decks, with access maintained for firefighting and material-handling equipment. Storage height and setbacks will comply with any conditions imposed by the City and applicable fire-code requirements.

Lumber Storage

Finished and in-process lumber will be stored in designated outdoor areas in bundles. Stacks will be maintained in an orderly condition and located to preserve access drives, emergency access, drainage paths, and required setbacks.

Fuel and Maintenance Materials

Any fuels, oils, lubricants, or maintenance chemicals will be stored in approved containers with secondary containment where required. No bulk fuel storage is proposed initially.

Housekeeping

The site will be routinely swept and maintained. Sawdust, bark, scrap wood, and general refuse will be collected and removed at a frequency sufficient to prevent dust, odor, vector, fire, or drainage issues.

6. Operational Controls and Compatibility

Noise: Primary sawing equipment will be located inside the building. Overhead doors will be kept closed when practical during active sawing. Equipment will be maintained to reduce unnecessary vibration and noise.

Dust / Airborne Material: Dust and sawdust will be controlled through source collection, enclosed conveyance, local exhaust, housekeeping, and/or other appropriate measures. Open burning is not proposed.

Traffic and Idling: Truck appointments will be coordinated to avoid stacking on public streets. Drivers will be instructed not to idle unnecessarily.

Stormwater: Raw-material and finished-product storage will be arranged so that drainage routes remain open.

Fire Safety: Access lanes will be maintained, combustible waste will be removed regularly, extinguishers and fire-protection features will be provided as required, and the final layout will be coordinated with the fire department/building inspector as appropriate.

Lighting: Any new exterior lighting will be downcast and shielded to minimize glare beyond the property.

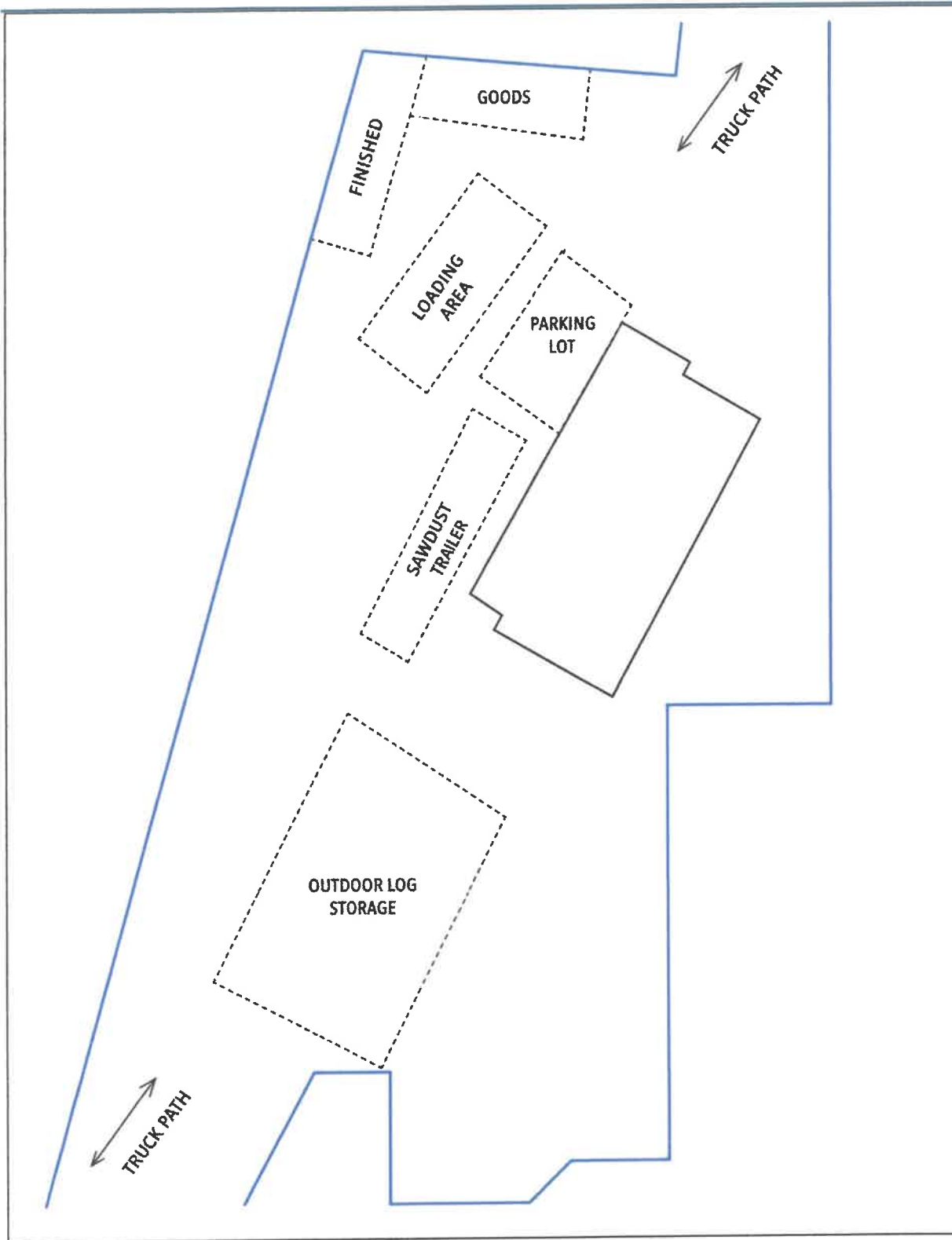
Security: The site will be secured during non-operating hours. Access to active equipment and storage areas will be controlled.

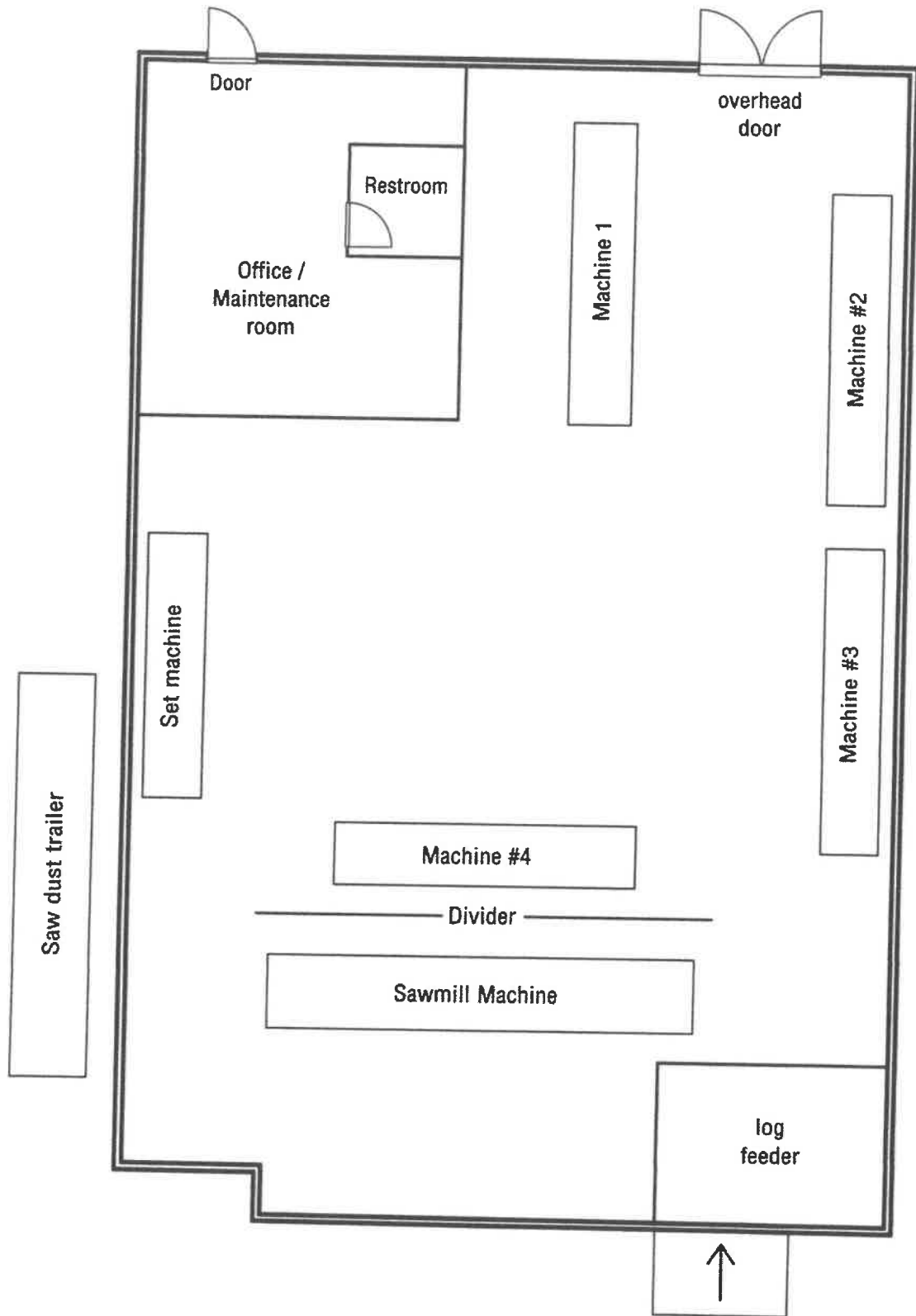
7. Initial Site and Building Improvements

The following improvements are anticipated or may be required before operation. Final scope will depend on City review, contractor design, and inspections:

- Install and anchor sawmill/lumber-processing equipment inside the existing building.
- Build a restroom in the office space
- Complete electrical service upgrades, machine wiring, disconnects, and lighting as required by licensed contractors and permits.
- Provide machine foundations, guards, platforms, or conveyors as required by equipment design.
- Establish and mark truck circulation, loading, employee parking, log storage, and lumber storage areas.
- Improve or maintain gravel yard surfaces where needed for stable forklift and truck operation.
- Install dust/sawdust collection, transfer, storage, or loading systems as required.
- Provide fire extinguishers, emergency exits, signage, access lanes, and other fire/building-code improvements identified during review.
- No building expansion is proposed.

8. Conceptual Site Plan







§ 450-39. Exterior storage standards.

- A. Purpose. The purpose of this section is to control the use of property for exterior storage so as to promote the safety and general welfare of the public.
- B. Requirements for exterior storage in residential zoning districts. In all residential zoning districts, all materials and equipment shall be stored within a completely enclosed building except for the following. These items shall not be located within any front yard or street yard (required or excess yard, the area between the building and the required setback line) and shall be stored a minimum of five feet from any and all property lines: firewood, construction materials, landscaping materials storage and related equipment connected with on-site construction, off-street parking of vehicles in designated parking spaces, and recreational equipment as described in § 450-39F.
- C. Requirements for exterior storage in commercial and office districts. In all commercial and office zoning districts, all materials and equipment shall be stored within a completely enclosed building except for the following which shall not be located within any front yard or required street yard (except for vehicles in designated parking spaces) and shall be stored a minimum of five feet from any and all property lines: screened refuse containers; construction materials, landscape materials and related equipment connected within on-site construction; and off-street parking. See outdoor display standards in § 450-33. See § 450-39F for recreational equipment standards.
- D. Requirements for exterior storage in industrial and Historic Mixed-Use Districts. [See § 450-33G(2) for outdoor storage regulations in industrial and Historic Mixed-Use District.]
- E. Inoperative motor vehicles and junk. Refer to the City Code.
- F. Recreational equipment.
 - (1) The following regulations apply to the exterior storage of recreational equipment in all zoning districts.
 - (a) Recreational equipment shall include, but not be limited to, boats, snowmobiles, all terrain vehicles, travel trailers, pop-up campers, and motor homes.
 - (b) Temporary utility hook-ups shall be permitted for a period not to exceed 72 hours for loading and unloading purposes; and an aggregate of 14 days in any thirty-day period for sleeping quarters if the recreational vehicle is owned by the occupant or a guest of the occupant of the residence, subject to the conditions of this section. Temporary utility hook-ups shall not cross public land such as a sidewalk or terrace.
 - (c) At no time shall a recreational vehicle be used for permanent living, sleeping, materials storage or other purpose. No recreational vehicle shall be permanently connected to water, gas, electric, or sanitary sewer service. Effluent from recreational vehicles shall be disposed of at the sewage treatment plant only.
 - (d) Outside storage of recreational equipment that is not owned by the resident, or property owner if there is no resident, is prohibited.

- (e) Recreational equipment that is outside of an enclosed building must be in operable condition with respect to its intended use.
- (2) Exterior storage of recreational equipment in residential, agricultural and conservation districts for parcels with an existing principal structure.
 - (a) Recreational equipment that is owned by the resident of the property shall be permitted if said equipment is stored or parked a minimum of five feet from any and all property lines unless the equipment is screened with a bufferyard with a minimum of 0.30 opacity. Recreational equipment shall not be located within any front yard or any required street yard (except for designated parking spaces) for more than 48 hours.
 - (b) Said equipment storage shall not be located in a minimum required parking space during said equipment's off-season. Motor homes which are used on a year-round basis shall be permitted in said areas on a year-round basis.
- (3) Exterior storage of recreational equipment in residential, agricultural and conservation districts for parcels without an existing principal structure.
 - (a) Recreational equipment that is owned by the property owner cannot be located on any parcel prior to construction of a principal structure for more than either 14 days in any thirty-day period or 60 days per year. Under this condition, the recreational equipment may be used for sleeping quarters by the property owner only.
- (4) Exterior storage of recreational equipment is prohibited in industrial, commercial office and Historic Mixed-Use Districts except for businesses that sell, manufacture, repair, or otherwise have business dealings with recreational equipment.

- (4) **Noise.** The maximum level of noise permitted to be generated by a wind energy conversion system shall be fifty (50) decibels, as measured on a dB(A) scale, measured at the lot line.
- (5) **Electro-magnetic Interference.** Wind energy conversion system generators and alternators shall be filtered and/or shielded so as to prevent the emission of radio-frequency energy that would cause any harmful interference with radio and/or television broadcasting or reception. In the event that harmful interference is caused subsequent to the granting of a conditional use permit, the operator of the wind energy conversion system shall promptly take steps to eliminate the harmful interference in accordance with Federal Communications Commission regulations.
- (6) **Location and Height.** Wind energy conversion systems shall be located in the rear yard only and shall meet all setback and yard requirements for the district in which they are located and, in addition, shall be located not closer to a property boundary than a distance equal to their height. Wind energy conversion systems are exempt from the height requirements of this Chapter; however, all such systems over seventy-five (75) feet in height shall submit plans to the Federal Aviation Administration (FAA) to determine whether the system is to be considered an object affecting navigable air space and subject to FAA restrictions. A copy of any FAA restrictions imposed shall be included as a part of the wind energy conversion system conditional use permit application.
- (7) **Fence Required.** All wind energy conversion systems shall be surrounded by a security fence not less than six (6) feet in height. A sign shall be posted on the fence warning of high voltages.
- (8) **Utility Company Notification.** The appropriate electric power company shall be notified, in writing, of any proposed interface with that company's grid prior to installing said interface. Copies of comments by the appropriate utility company shall accompany and be part of the application for a conditional use permit.

Sec. 13-1-76 Restriction on Siting of Campers

- (a) No person shall park, locate or place any recreational vehicles, camper trailer, or camper bus (together, "Camper") outside of a licensed campground or mobile home park in the Village of Merrilan, except as follows:
 - (1) One (1) Camper may be parked, located, or placed on a residentially zoned parcel with an existing primary residence or legally constructed accessory building is located thereon, if that Camper is not being used for human habitation.
 - (2) There shall be no limit as to the number Campers parked, located, or placed on residentially zoned parcel, subject to the following conditions:
 - a. No Camper is being used for human habitation;
 - b. All Campers are located in an enclosed accessory building; and
 - c. The accessory building providing the enclosure for the Campers is constructed in compliance with this Zoning Ordinance.
 - (3) One (1) Camper may be parked, located, or placed on a residentially zoned parcel for the purpose of human habitation, subject to the following conditions:
 - a. The parcel has an existing primary residence or legally constructed accessory building located thereon, so long as said primary residence or accessory building is legally constructed in compliance with this Zoning Ordinance;
 - b. The use for human habitation shall not exceed seven (7) consecutive days;
 - c. The use for human habitation shall not exceed seven (7) cumulative days in any one calendar month; and
 - d. The use for human habitation shall not exceed twenty-one (21) cumulative days in any calendar year.

- (4) A parcel owner may obtain a special permit issued by the Village Board to allow temporary human habitation in a Camper which is parked, located, or placed on a residentially zoned parcel. Such special permit may allow human habitation in a Camper on a residentially zoned parcel in exceptional circumstances for a period of up to one hundred twenty (120) days, in the discretion of the Village Board. The purpose of the special permit shall be to provide temporary housing during construction or reconstruction of a permanent residence, being constructed in compliance with the Zoning Ordinance. The special permit shall be obtained from the Village Board prior to commencing such human habitation.
- (5) Any Camper parked, located, or placed on a residentially zoned parcel pursuant to this Section 13-1-76 shall not extend over any portion of the public sidewalk, street right-of-way, or adjoining property line.
- (6) For purposes of this Section 13-1-76, "human habitation" shall mean sleeping, eating, resting or entertaining at any time in such Camper at any time during a day.

Sec. 13-1-77 through Sec. 13-1-79 Reserved for Future Use.

- (2) Home occupations and professional home offices.
- (3) Neighborhood park or playground.
- (4) Community living arrangements and day care centers which have a capacity of eight (8) or fewer persons.

(c) **Accessory Uses.**

- (1) One (1) private garage and accessory building.
- (2) Essential services.

(d) **Conditional Uses.**

- (1) Three (3) or more unit dwellings.
- (2) Churches, schools, libraries, hospitals, community centers; utility structures [provided they are enclosed in an eight (8) foot or higher protection fence or buffer]; cemeteries.
- (3) Municipal office buildings.
- (4) Structures built on twenty percent (20%) or greater slopes.
- (5) Specially designed energy efficient homes (solar) or energy conservation measures (windmills).
- (6) Planned residential developments.
- (7) Kennels as prescribed in Section 7-1-3(b).

(9) Prohibited Uses. useS not specifically permitted,

Dimensional Requirements:

- (1) **Minimum Lot Area.** Seven thousand five hundred (7,500) square feet per dwelling unit in a single or two-family dwelling. Three thousand seven hundred fifty (3,750) square feet per dwelling unit in a three (3) or more unit dwelling.
- (2) **Minimum Lot Width.** Sixty-six (66) feet.
- (3) **Minimum Yards.**
 - a. Front. Fifty (50) feet from the centerline of the street or seventeen (17) feet from the right-of-way, whichever is greater.
 - b. Rear. Twenty (20) feet.
 - c. Side. Ten (10) feet for principal structures and five (5) feet for accessory structures.
- (4) **Maximum Building Height.** Thirty-five (35) feet.
- (5) **Maximum Lot Coverage.** No more than fifty percent (50%) of the lot may be covered by structures.
- (6) **Percent Slope.** No structure shall be permitted on slopes twenty percent (20%) or greater, except as a conditional use.
- (7) **Minimum Dwelling Area.** All single family residences shall have a minimum dwelling area of one thousand (1,000) square feet. All two-family residences shall have a minimum dwelling area of one thousand five hundred (1,500) square feet. All single and two-family residences shall have a core area of living space at least twenty-two (22) feet by twenty-two (22) feet in size. The requirements for dwelling area square footage and core area of living space shall be in addition to basements, porches (enclosed or unenclosed), garages, decks and other similar structural additions.

9.075 Travel trailers.

- (1) *Definitions.* As used in this section, the following terms shall have the meanings hereinafter designated:
- (a) *Travel trailer.* All vehicles and portable structures built on a chassis, whether designed to be towed upon the highway or self-propelled, designed as a temporary or permanent dwelling for travel, recreational or vacation use. For purposes of this section, a camping trailer, pickup coach, motor home and similar recreational vehicles are considered to be travel trailers unless otherwise indicated.
 - (b) *Travel trailer park.* A plot of ground upon which two or more travel trailers are occupied for dwelling, regardless of whether or not a charge is made for such accommodations.
 - (c) *Travel trailer space.* A plot of ground within a travel trailer park designed for accommodation of one travel trailer.
 - (d) *Service building.* A building housing toilet and bathing facilities for men or women, and may also include buildings containing laundry facilities and other facilities as required by this section or desired by the licensee.
 - (e) *Motor home.* A portable, temporary dwelling to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle.
 - (f) *Camping trailer.* A canvas or folding structure mounted on wheels and designed for travel, recreation and vacation use.
- (2) *Location of travel trailers outside parks.*
- (a) No person shall occupy or park, for purposes of occupancy, any travel trailer on any public or private street or land within the city outside of a licensed travel trailer park, except as follows:
 - 1. One occupied travel trailer is permitted for a period of not more than three consecutive days on the property of a private residence. In addition, the total number of days for occupying a travel trailer under this subsection shall not exceed 21 days in a calendar year
 - 2. The travel trailer shall not be rented.
 - 3. The location of the occupied travel trailer shall be at least 25 feet from the ordinary high water mark of all navigable water and at least ten feet from all lot lines.
 - 4. Exceptions to this section may be granted by the police chief or his/her designee for a period of up to 30 days. Other exception shall be permitted only by special permission of the council after investigation and specific recommendation by the community protection & services committee. Special conditions may be required by the council upon its finding that such conditions are necessary to comply with the intent of this section.
 - (b) Parking of unoccupied travel trailers outside an approved travel trailer park is permitted in the following instances:
 - 1. On the premises of an authorized travel trailer dealer provided no business is practiced therein.
 - 2. One travel trailer unit may be parked in an accessory building or a rear yard of the owner provided no business is practiced therein and provided the travel trailer is parked at least 25 feet from the ordinary high water mark of all navigable water.
 - 3. On the premises of any vehicle service business for the purpose of servicing or making repairs thereto.
 - 4. Legally parked on public streets or in municipal parking lots.

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5. Legally stored inside a building.
- (3) *Permanent occupancy prohibited.*
- (a) No travel trailer shall be used as a permanent place of abode, dwelling or business or for indefinite periods of time. Continuous occupancy extending beyond three months in any 12-month period shall be presumed to be permanent occupancy.
 - (b) Any action toward removal of the wheels of a travel trailer, except for temporary purposes of repair or to attach the trailer to the ground for stabilizing purposes, is hereby prohibited.
- (4) *License for travel trailer park.*
- (a) No person shall establish, operate or maintain a travel trailer park or permit the same on premises owned, leased or controlled by him/her within the city without first having obtained a valid unexpired license therefor issued by the clerk and approved by the council.
 - (b) Travel trailer park licenses shall expire December 31 of the year of issue and may be renewed for additional one-year periods under this section
 - (c) Licenses shall be subject to revocation or suspension by the council for violation of any of the provisions of this section or terms or conditions imposed by the council and endorsed upon the license or any of the ordinances of the city regulating health, morals, safety or welfare.
 - (d) Any person whose license has been suspended or revoked under this section shall not be eligible for a license or renewal hereunder for a period of one month thereafter.
 - (e) The application for such license, original or renewal shall be filed with the clerk and shall be accompanied by a fee of \$50.00 plus \$2.00 for each space in a travel trailer park.
 - (f) Unexpired travel trailer park licenses may be transferred from one owner or operator to another upon payment of a fee of \$10.00 to the clerk.
- (5) *Location and design standards for travel trailer parks.*
- (a) Travel trailer parks shall only be permitted in the zoning districts as specified under chapter 20 (Zoning Code).
 - (b) The minimum tract size of a travel trailer park shall be three acres.
 - (c) Travel trailer spaces within each park shall have a minimum width of 30 feet and a minimum depth of 75 feet.
 - (d) A minimum of one and one-half off street automobile parking spaces shall be provided for each travel trailer space within the park.
 - (e) Travel trailer parks shall be designed to blend with and enhance the beauty and economic value of the surrounding properties and to produce an attractive environment of sustained aesthetic and ecological desirability. For this purpose, the council may require the developer to provide vegetative screen planting which will reach a height of 15 feet and form a screen equivalent in capacity to a solid fence or wall in five years or to provide other appropriate screening of the premises.
 - (f) Access to and from travel trailer parks shall be to nonresidential streets, highways or service roads.
 - (g) Commercial facilities and recreational areas, such as restaurants and laundromats, swimming pools and golf courses, may be located in a travel trailer park upon approval of the city council. The above mentioned area shall occupy not less than ten percent of the park area and shall be located, designed and intended for serving park occupants only.

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- (h) Each travel trailer park shall contain at least one service building housing sanitation, toilet and laundry facilities. Service buildings shall conform to the provisions of Ch. HSS 178, Wis. Adm. Code, and state and city building, electrical, heating and plumbing codes.
 - (i) Every travel trailer space shall be furnished with an electrical service outlet equipped with an externally operated switch or fuse of 20 amperes capacity and a heavy duty outdoor outlet receptacle. Electrical outlets shall be weatherproof.
 - (j) In travel trailer parks and future extensions, all distribution lines, including, without limitation, electrical, water, sewerage and telephone lines, shall be located underground.
 - (k) In areas served by public sewer and water, no travel trailer shall be located further than 400 feet from any fire hydrant.
- (6) *Location of travel trailers within parks.*
- (a) No travel trailer within a park shall be used as a permanent place of abode, dwelling or business in violation of subsection (3).
 - (b) No unit shall be parked in the travel trailer park outside a designated space.
 - (c) No vehicle, travel trailer or other obstruction shall be placed on any space or other area designated as a fire lane by the fire chief or his/her deputy.
- (7) *Responsibilities and duties of travel trailer park management.* The licensee or his/her agent shall:
- (a) Provide adequate supervision to maintain the park in compliance with this section and keep facilities and equipment therein in good repair and in a clean and sanitary condition.
 - (b) Locate in the travel trailer park a park office wherein shall be maintained a register of all park occupants to be open during normal business hours to inspection by state, federal and city officers, showing:
 - 1. Names and addresses of all owners and occupants of each travel trailer.
 - 2. Dates of entrance and departure of each travel trailer.
 - 3. Make, model, year and serial number or license number of each travel trailer and towing or other motor vehicle and state, territory or county issuing such license.
 - (c) Inform all travel trailer residents of the provisions of this section and their duties and responsibilities hereunder.
 - (d) Notify the health officer immediately of any suspected communicable or contagious disease within the park.
 - (e) Provide for the sanitary and safe removal and disposal of all refuse and garbage at least once a week from the park in accordance with the laws of the state and ordinances of the city or orders or regulations of the health officer or fire chief.
 - (f) Provide portable fire extinguishers of a type, number and placement approved by the fire chief and maintain such extinguishers in good operating condition.
- (8) *Duties and responsibilities of travel trailer owners and occupants.* Every travel trailer owner or occupant shall:
- (a) Comply with all applicable requirements of this section or other sections or regulations of the city.
 - (b) Be responsible for proper placement of his/her travel trailer on the space. Travel trailers shall not be located less than 15 feet from any other trailer or building within the park nor less than 40 feet from any park boundary or public highway or street nor less than 25 feet from any park drive or walkway.

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- (c) If pets are permitted by the park management, not allow such pets to run at large or commit any nuisance within the park.
 - (d) Store or dispose of rubbish or garbage in a clean, sanitary and safe manner. Garbage and refuse shall be placed in rodent-proof, insect-proof, watertight containers provided by the park licensee.
- (9) License for temporary travel trailer park.
- (a) The council may issue a license for a temporary travel trailer park for special events or for bona fide clubs or associations holding pre-organized recreation events or conventions subject to the requirements of this subsection. In determining whether to issue the license, the council shall consider the requirements of this section (as applicable), the benefits to the city from the event and the impact on surrounding private properties. Conditions may be attached to a license.
 - (b) A license for a temporary travel trailer park shall be valid only for the duration specified by the council.
 - (c) An application for temporary travel trailer park shall be submitted to the clerk at least 30 days prior to the start of the time period for the proposed license. The application shall be accompanied by the fee required under subsection (4)(e) and shall include the following information:
 - 1. The owner of the site proposed for the temporary travel trailer park and the operator (if different).
 - 2. The beginning and ending dates sought for the license.
 - 3. A plan showing the layout of the temporary travel trailer park, including the location and size of travel trailer spaces, parking areas, access to the site, availability of sanitary and water facilities (if applicable) and other pertinent features.
 - 4. Additional information requested by the clerk or council reasonably necessary to show compliance with this chapter.
 - (d) The requirements of subsections (7) and (8) shall apply to temporary travel trailer parks.

(Code 1992, § 9.075; Ord. No. 1034-0200, § 1, 3-7-2000; Ord. No. 1343-0318, § 1, 3-6-18)

Chapter 485. Zoning

Article XII. Storage and Parking of Recreational Vehicles

§ 485-97. Permitted parking or storage of recreational vehicles.

In all residential and commercial districts provided for in this chapter, it is permissible to park or store a recreational vehicle or boat and boat trailer on private property in the following manner:

- A. Parking is permitted inside any enclosed structure, which structure otherwise conforms to the zoning requirements of the particular zoning district where located.
- B. Parking is permitted outside in the side yard or rear yard, provided it is not nearer than five feet to the lot line, except where written permission is obtained from the adjacent property owner.
[Amended 5-3-2010 by Ord. No. 10-02]
- C. Parking is permitted outside on a hard-surfaced or well-drained gravel driveway, provided:
 - (1) Space is not available in the rear yard or side yard or there is no reasonable access to either the side yard or rear yard. A corner lot is always deemed to have reasonable access to the rear yard. A fence is not necessarily deemed to prevent reasonable access.
 - (2) Inside parking is not possible.
 - (3) The unit is parked perpendicular to the front curb.
- D. The body of the recreational vehicle or boat must be at least 15 feet from the face of any curb.
- E. No part of the unit may extend over the public sidewalk or public right-of-way.
- F. Parking is permitted only for storage purposes. Recreational vehicles or boats shall not be:
 - (1) Used for dwelling purposes, except for overnight sleeping for a maximum of 14 days in any on calendar year. Cooking is not permitted at any time.
 - (2) Permanently connected to sewer lines, waterlines, or electricity. The recreational vehicle may be connected to electricity temporarily for charging batteries and other purposes.
 - (3) Used for storage of goods, materials or equipment other than those items considered to be part of the unit or essential for its immediate use.
- G. Notwithstanding the above, a unit may be parked anywhere on the premises during active loading or unloading, and the use of electricity or propane fuel is permitted when necessary to prepare a recreational vehicle for use.
- H. The recreational vehicle or boat shall be owned by the resident on whose property the unit is parked for storage.

Sec. 66-38. - Mobile homes, trailers, boats, snowmobiles, etc.

(a)

Except as otherwise set forth in this section, mobile homes, travel trailers or camping trailers shall not be occupied for dwelling purposes except in a lawfully established mobile home park or tourist camp. No more than one camping trailer, travel trailer or motor home may be parked or stored in the open on a lot in a residence district and then only at the side or rear of the principal building.

(b)

Temporary parking and use of a mobile home or trailer shall be permitted when a temporary permit has been issued by the building inspector for the following purposes:

(1)

Use for temporary lodging on a lot containing a dwelling, provided such mobile home is not parked or used thereon for more than four days in any consecutive 30-day period.

(2)

Use for a temporary office or for storage incidental to and only for the period of construction of a building development provided such mobile home or trailer is located on the same or contiguous lot as said building development and moved promptly at the end of construction or upon notice by the building inspector.

(3)

Use as an interim dwelling during construction of a permanent residence or in the event a permanent residence has been damaged or destroyed.

a.

Any temporary permit issued under the provisions of this section shall expire in 12 months from the date of issuance but may be extended for up to 12 additional months, for cause, by the building inspector.

b.

The request for extension must be made in writing and state the causes that require an extension, the building inspector's approval of the extension must also be made in writing.

(c)

Tents shall not be erected, used or maintained on any lot, except such small tents as are customarily used for recreation purposes and are located on the same lot as a dwelling. Temporary use of tents for religious, amusement and recreation, business or manufacturing purposes shall be permitted by special permit.

(d)

Boats, snowmobiles, cargo trailers, recreation vehicles and similar vehicles may be parked or stored in the open when customary in the operation of a lawfully established principal use, and one such vehicle may be stored or parked on a residential lot provided that it is not located in any required front yard and no major repair, disassembly or rebuilding operations are conducted thereon.

(e)

No more than one vehicle at a time may be offered for sale by owner. Such vehicle may not be parked in any required front yard while advertised for sale.