

**City of Mayer**  
**Planning Commission**  
Meeting Minutes  
Tuesday, July 1, 2025

**Commission Members Present:** Chairperson Michael Sommerfeld, Vice-Chairperson Tom Stifter, Commissioner Ryan Kusske, Commissioner Daniel Levitz, Commissioner Sarah Strand and City Council Liaison Chad Heldt.

**Commission Members Absent:** None.

**Staff Present:** City Administrator Nicholas Johnson and Consulting Planner John Anderson of Municipal Development Group.

**Others Present:** Applicants and owners of 104 Ridgeway Road.

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**CALL MEETING TO ORDER.**

Meeting called to order at 6:30 PM by Chairperson Sommerfeld.

**ADOPT AGENDA.**

A motion to approve the agenda was made by Commissioner Strand and seconded by Council Liaison Heldt. Motion carried 6/0.

**APPROVAL OF MINUTES.**

A motion to approve the June 3, 2025 Planning Commission meeting minutes was made by Council Liaison Heldt and seconded by Commissioner Kusske. Motion carried 6/0.

**PUBLIC HEARING FOR A VARIANCE TO EXCEED THE MAXIMUM HEIGHT REQUIREMENT OF SEVENTEEN FEET FOR A DETACHED ACCESSORY STRUCTURE BY THREE FEET FIVE INCHES FOR A TOTAL HEIGHT OF TWENTY FEET FIVE INCHES.**

At 6:32 PM Planning Consultant Anderson presented the information for the proposed variance request. Planning Consultant Anderson stated that the proposed detached accessory structure cannot be constructed as a pole building and that it needs to a stick framed structure with a continuous perimeter footings.

At 6:35 PM Chairperson Sommerfeld opened the public hearing.

The applicant stated that they would adjust the plans and the building would not be a pole construction building.

Council Liaison Heldt asked why the building need the extra height.

The applicant stated it was to allow for the twelve foot tall doors.

The applicant asked if the siding can be tin or what the material had to be.

It was stated that the color should be the same as the house and that it should be siding.

The applicant then asking if he should add a stone wainscoating to the front of the building.

It was stated that the stone wainscoating is not necessarily needed.

At 6:38 PM Chairperson Sommerfeld closed the public hearing.

A motion was made by Commissioner Levitz and seconded by City Council Liaison Heldt to recommend approval of the variance request. Motion carried 6/0.

**ZONING ORDINANCE UPDATE DISCUSSION.**

Planning Consultant Anderson presented the zoning ordinance updates to the Planning Commission and discussion followed.

**NEXT MEETING.**

Next scheduled meeting is Tuesday, August 5, 2025.

**COMMISSIONERS REPORT.**

None.

**ADJOURNMENT.**

A motion was made by Council Liaison Heldt and seconded by Commissioner Levitz to adjourn the meeting at 8:03 PM. Motion carried 6/0.