

(Approved)

**PLAN COMMISSION  
Minutes**

**July 5, 2016**

**Brillion City Hall Conference Room**

**6:00 PM**

**CALL TO ORDER:** Mayor Gary Deiter called the meeting to order at 6:00 P.M.

**ROLL CALL:** Present were Mayor Gary Deiter, Lonnie Puskala, Al Ebert, Zane Zander, Gerald Sonnabend, and Mike Buboltz. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Building Inspector Mike Angoli. Absent were Alderperson Crystal Fhlug and Community Development Director Cheryl Welch.

**GUESTS:**

Kayla Fritsch and her father.

**APPROVAL OF THE AGENDA:**

**Motion** – Zander moved to approve the agenda. Seconded by Buboltz. Motion carried unanimously.

**APPROVAL OF THE JUNE 6, 2016 PLAN COMMISSION MEETING MINUTES:**

**Motion** – Buboltz moved to approve the June 6, 2016 Plan Commission Meeting minutes. Seconded by Puskala. Motion carried unanimously.

**COMMERCIAL BUILDING PERMITS:**

**A. 655 W. Ryan Street:**

Angoli reported the Ariens Company is moving forward with the addition to the Testing & Validation Center. He explained that the Site Plan was presented last year.

**Motion** – Sonnabend moved to approve the Commercial Building Permit for the addition to the Testing & Validation Center at Ariens Plant #1. Seconded by Zander. Motion carried.

**B. 705 Northway Drive:**

This was approved by the Plan Commission. Angoli is just reporting that the project is now being completed.

**ACCESSORY USE AND STRUCTURE – 330 W. WATER STREET:**

Gosz explained she has been contacted by Keith Ondrasek, owner of 330 W. Water Street and the land surrounding the City pond. Ondrasek has had his property on the market for sale for several months. The shed parcel on Wolfschmidt is included on the deed with the home on W. Water Street. Gosz explained Ondrasek has a party interested in the house without the shed. Ondrasek asked if the City would be interested in the land surrounding the pond with or without the shed. The City Council is not interested in the shed. Ondrasek has asked if the City (Plan Commission) would allow the shed parcel to be detached from the house parcel and sold separately, possibly to the property owner across the street on Wolfschmidt.

Gosz explained the history on the lots. In 1989 there was an agreement between the City and Ondrasek that the shed lot would be combined with the parcel around the pond. The agreement gave Ondrasek flexibility to redistribute the parcel either with the house or with the land around the pond

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as long as these lots are not considered independent lots. She further explained in 2001, when Ondrasek applied for a building permit for an extension to the existing shed, the parcel was then combined to the house lot. Current City Code requires accessory buildings are permitted if a principal structure is present, under construction, or planned to be built within five (5) years.

Mayor Deiter stated if the City could purchase the land around the pond to get out of the Pond Agreement, it would benefit the City Storm Sewer System. He suggested the City then might be able to divide off the lots on Glenview Avenue to be sold for homes and the City could then recoup its costs.

Gosz explained Attorney Andy King advised that City Code Sec 106-385 defines a lot as a parcel of land which a principal building and its accessory building are placed together with the required open spaces, provided that no such parcel shall be bisected by a public street and should not be included in any portion of a public right-a-way and that no lands dedicated to the public or reserved for roadway purposes should be included in the computation of lot size. The City Code restricts the shed parcel to be a standalone lot and cannot be attached/combined with the parcel across Wolfschmidt Street. Also, the 1989 Agreement with the City and Ondrasek states the shed parcel shall not be considered an independent lot.

**Motion** – Sonnabend moved to inform Keith Ondrasek that the shed parcel cannot be attached to the parcel across Wolfschmidt Street per City Code. Seconded by Puskala. Motion carried.

### **CONDITIONAL USE PERMIT FOR ACCESSORY BUILDING – 302 CLEVELAND STREET:**

Angoli reported the property owner is requesting a Conditional Use Permit for a larger accessory building than is allowed by Code. The Plan Commission may issue a Conditional Use after a Public Hearing.

Fritsch explained the current garage is 80 years old and is very small.

Angoli reported by leaving one wall it is an addition and the side setback is grandfathered. If removed and rebuilt it would need to be at current Code which is 5 ft. It is currently 2 ft.

**Motion** – Sonnabend moved to set a Public Hearing date for August 1, 2016 at 6:05 PM to hear testimony for or against the Conditional Use Permit for 302 Cleveland Street accessory building. Seconded by Puskala. Motion carried.

### **BUILDING INSPECTION REPORT:**

#### **A. Property Maintenance Code Violations - Update:**

Angoli reported on the property at Main Street Square. The parcel has been lowered for the old T&C portion of the building. Discussion followed on the price. If the property doesn't sell the Plan Commission may have to take further action on the Property Maintenance Code.

202 Center Street has been notified of violation. He reported the remainder of properties with property maintenance code violations is making improvements.

#### **B. Brillion Historical Society – Building Expansion – Update:**

Angoli reported the Brillion Historical Society has begun work on the expansion project.

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**B. Sign Code:**

No action.

**COMMUNITY DEVELOPMENT REPORT:**

**A. City Plan – Review Priorities for 2015-2017:**

No report.

**B. Review the City Code as it Relates to Property in the Downtown District:**

No report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

**Motion** –Zander moved to adjourn the meeting. Seconded by Ebert. Motion carried unanimously.  
The meeting was adjourned at 6:35 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer