

(Approved)

**PLAN COMMISSION
Minutes**

August 1, 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, Mike Buboltz, and Alderperson Crystal Fhlug (arriving at 6:03 PM). Also present were City Administrator/Clerk-Treasurer Lori Gosz and Building Inspector Mike Angoli. Absent were Gerald Sonnabend and Community Development Director Cheryl Welch.

GUESTS:

Shirley Free, Randy Free, Doris Wordell, Jim Dahl, Jeremiah Fritsch, Paul Fritsch.

APPROVAL OF THE AGENDA:

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

APPROVAL OF THE JULY 5, 2016 PLAN COMMISSION MEETING MINUTES:

Motion – Zander moved to approve the July 5, 2016 Plan Commission Meeting minutes. Seconded by Ebert. Motion carried unanimously.

6:05 PM – PUBLIC HEARING – CONDITIONAL USE PERMIT – 302 CLEVELAND STREET:

Mayor Deiter opened the Public Hearing at 6:05 PM and asked for testimony for or against the Conditional Use Permit.

Jim Dahl, 215 Madison Street, spoke in favor of the Conditional Use Permit. He stated he knows Jeremiah Fritsch well as a neighbor. He has no objection to the garage addition.

Mayor Deiter asked three (3) more times for testimony for or against the Conditional Use Permit. No other testimony given.

Mayor Deiter closed the Public Hearing at 6:07 PM.

DISCUSS POSSIBLE SALE OF CITY PROPERTY:

Angoli explained he received an inquiry from an individual who is interested in purchasing the City owned property off of Washington Street, where the old DPW Garage was located. He explained the individual is interested in building a duplex on the property. Mayor Deiter asked if the Park & Recreation Commission is in need of the property for future park space. Ebert stated there are no plans being discussed for the property.

It was suggested to see if the property could be divided into two (2) lots to be sold. Street access was questioned. Mayor Deiter suggested that Angoli review this further.

BUILDING INSPECTION REPORT:

A. Carport Structures:

(Approved)

Angoli stated he received several inquiries from people wanting to install metal carport structures. He is concerned that property owners won't maintain the structures and they would become unsightly. Buboltz asked if any other municipalities have allowed these. Angoli stated if anchored on a slab they seem to stay in place, if not they move and bend.

Mayor Deiter suggested this be reviewed further. He does not want to see clutter. It was suggested to allow as a Conditional Use. Mayor Deiter stated not issuing a building permit for these structures until the Plan Commission makes a decision on it.

B. 1103/1107 Autumn Drive – Duplex to Twin Dominion:

Angoli explained the property owner would like to separate the parcel into two (2) parcels to be sold separately. Gosz stated this was done at 499/501 Ridgeway Court. Angoli explained the Code addresses this before the building is constructed. The Plan Commission would need to allow the division of the parcel by a Certified Survey Map per City Code.

Motion – Ebert moved to allow the subdivision of the parcel at 1103/1007 Autumn Drive by Certified Survey Map per Municipal Code. Seconded by Zander. Motion carried.

C. Building Permit – 131 Valley View Drive:

Randy Free stated he would like to add onto his house a wood working shop. He stated it would be added to the attached garage, but will not be for garage use, it would strictly be used as a wood working shop. He explained access to the room would be through the garage and patio door.

Angoli stated because the garage is attached to the house it would be considered an addition to the garage. Free asked how it would be treated if it was used as a sun room.

Zander questioned how the room would be heated. Free explained it would have separate heat from the house. The garage would not be heated. Mayor Deiter asked the setbacks. Free stated the lot is very deep.

Buboltz questioned the Zoning Code. Angoli stated it all depends on how the Code is interpreted. He explained the Standard Building Code is any addition to a garage would be an addition to the garage. Angoli pointed out that the wall dividing off the room could be opened up in the future so vehicles could be placed in it.

Fhlug questioned how this would affect the value. Angoli stated garages are assessed different than house rooms.

Discussion followed on the use of the room.

Mayor Deiter suggested if this is a gray area with the Code let the Plan Commission decide how the addition should be considered.

Motion – Buboltz moved to approve the building permit for 131 Valley View Drive as submitted. Seconded by Puskala. Motion carried.

D. Sign Permit – 910 W. Ryan Street:

(Approved)

Angoli reported Todd Kuchenbecker wants to install a sign for all of the businesses located in his building.

Motion – Zander moved to approve the sign permit for 910 W. Ryan Street. Seconded by Ebert. Motion carried.

E. Property Maintenance code Violations – Update:

Angoli reported the property owner at 210 Center Street will be going to Municipal Court in September. The property at 202 Center Street will be making improvements and 105/107 Custer Street will be making repairs.

F. Sign Code – Update:

No report.

COMMUNITY DEVELOPMENT REPORT:

No report.

OLD BUSINESS:

A. Conditional Use Permit for Accessory Building – 302 Cleveland Street

Angoli stated the addition will fit on the lot. It will help clean up the property.

Motion – Buboltz moved to approve the Conditional Use Permit for an accessory building at 302 Cleveland Street. Seconded by Zander. Motion carried.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Zander moved to adjourn the meeting. Seconded by Ebert. Motion carried unanimously. The meeting was adjourned at 6:43 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer