

(Approved)

**PLAN COMMISSION  
Minutes**

**September 6, 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, Al Ebert, Zane Zander, Gerald Sonnabend, Mike Buboltz, and Alderperson Crystal Fhlug (arriving at 6:02 PM). Also present were City Administrator/Clerk-Treasurer Lori Gosz, Community Development Director Cheryl Welch, and Building Inspector Mike Angoli. Absent was Lonnie Puskala.

**GUESTS:**

None.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF THE AUGUST 1, 2016 PLAN COMMISSION MEETING MINUTES:**

**Motion** – Zander moved to approve the August 1, 2016 Plan Commission Meeting minutes. Seconded by Ebert. Motion carried unanimously.

**1103/1107 AUTUMN DRIVE – CERTIFIED SURVEY MAP REVIEW AND APPROVAL:**

Angoli explained the Certified Survey Map does meet the Zoning Code. The Plan Commission can approve and recommend to City Council for approval.

**Motion** – Sonnabend moved to recommend to City Council without Public Hearing. Seconded by Zander. Motion carried.

**PARCEL ID #15324 – CERTIFIED SURVEY MAP:**

Gosz explained the City Council purchased the property with the intent to sell off lots along Glenview Avenue for residential development to recoup the cost of the purchase of the property. She questioned how many residential lots the Plan Commission would like to see. Angoli suggested there are possibly three (3) lots available on the land. Gosz explained the property northwest behind the trailer park will be deeded to Geiger.

Sonnabend suggested the City may not be able to get all of their money back, but three (3) lots are better than nothing.

Gosz suggested it be surveyed based on interest in the land. City Code doesn't allow re-division for three (3) years. Angoli stated there is interest in three (3) lots. It is zoned R-2.

The consensus was to survey it off with three (3) lots on Glenview Avenue. The Plan Commission will approve the final survey.

**BUILDING INSPECTION REPORT:**

**A. Carport Structures:**

(Approved)

Angoli asked what the Commission would like to see regarding these structures. Zander suggested in back yards only. It was suggested to require an anchor, with 8-10 ft. wall height.

Angoli will draft an ordinance to be reviewed at a future date.

**B. Property Maintenance Code Violations – Update:**

Angoli reported on the following:

- 208/210 Center Street was sent to Municipal Court. The property owner did not show up for Court. Fines will now be issued.
- Other properties have been repaired.

**F. Sign Code – Update:**

No report.

**D. Other:**

Angoli reported that PPI applied for a sign permit for the new building addition.

**COMMUNITY DEVELOPMENT REPORT:**

Welch invited the Plan Commission to attend the Downtown Visioning Session Summary presentation at Carstens Mill on Thursday, September 8<sup>th</sup> from 6-8 PM. She explained part of the presentation includes the RDA's plans to redevelop Main Street Square. She explained the City Council approved the release of \$50,000 in Reserves for property acquisition. The plans would be to work with private developers, which may include the City Administration buildings. Mayor Deiter encouraged the Plan Commission to attend this meeting.

Welch reported the RDA is working to extend the trail through the City to the east. The Park & Recreation Commission is receptive to allowing three (3) campsites for tents for the trail in Horn Park.

Mayor Deiter reported he is working with the Calumet County Park Department on trail use.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mayor Deiter presented the idea of creating an ordinance to address vacated property. Angoli will bring a proposed ordinance to the next meeting.

Buboltz suggested looking for subdivision land. Mayor Deiter reported that Keith DuQuaine is interested in continuing residential development south on Madison Street.

**ADJOURNMENT:**

**Motion** –Buboltz moved to adjourn the meeting. Seconded by Zander. Motion carried unanimously. The meeting was adjourned at 7:12 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer