

(Approved)

**PLAN COMMISSION  
Minutes**

**April 3, 2017**

**Brillion City Hall Conference Room**

**6:00 PM**

**CALL TO ORDER:** City Council President Mel Edinger called the meeting to order at 6:00 P.M.

**ROLL CALL:** Present were City Council President Mel Edinger, Lonnie Puskala, Al Ebert, Zane Zander, Gerald Sonnabend, and Mike Buboltz. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Building Inspector Mike Angoli, and Public Works Director Andy Geiger. Absent were Mayor Gary Deiter and Alderperson Crystal Fhlug.

**GUESTS:**

RDA Consultant Cheryl Welch.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF THE MARCH 6, 2017 PLAN COMMISSION MEETING:**

**Motion** – Sonnabend moved to approve the March 6, 2017 Plan Commission Meeting minutes. Seconded by Zander. Motion carried.

**SIGN PERMIT – 658 W. RYAN STREET:**

Angoli reported the sign permit is for the new Ariens Brillion Power Equipment building. He reported there will be nine (9) signs total, all wall signs. Buboltz reported the pole sign will not go back up at this time.

**REVIEW OF BUILDING PERMIT FEE SCHEDULE:**

Angoli reported it has been some time since the Building Permit Fee Schedule has been updated. Sonnabend suggested it be reviewed for updating; however, he cautioned raising the fees too high which would discourage development. Angoli will review it and bring his recommendation back to the Plan Commission for review and consideration at a future meeting.

**BUILDING INSPECTION REPORT:**

**A. Property Maintenance Code Violations:**

**1. 106 S. Main Street – Update:**

Angoli reported the property owner has received notice from the City.

**2. 208/210 Center Street – Update:**

Angoli reported the property is in foreclosure. The property owner will be appearing in Municipal Court on Tuesday, April 4<sup>th</sup>.

**B. Street Numbers:**

**1. Corrections:**

No report.

**2. Display:**

(Approved)

Angoli reported to date all but two (2) property owners have responded to notices sent. Most are cooperative to making the display corrections per City Code. He explained the purpose of the corrections is for the benefit of emergency services. Angoli will continue to work on this.

**OLD BUSINESS:**

**A. RDA Downtown Redevelopment Project – Update:**

Welch reported the next meeting is scheduled for Wednesday, April 5<sup>th</sup>. The RDA has redefined their vision. They will be asking for future vision of the Downtown on redevelopment at the meeting on April 5<sup>th</sup>.

**B. Brillion Iron Works Properties:**

**1. Future Use for Redevelopment - Update:**

Welch reported work continues with the Economic Development Group for opportunities for redevelopment. Future possibilities for land use are being considered. However, nothing is ready to bring to the Plan Commission. She reported there has been some interest in the property but because of the size of the property and unknown environmental concerns no offers have been made.

Discussion followed.

Welch reported she will keep the Plan Commission informed on this.

**2. Razing of Buildings and Removal of Salvageable Materials Permit – Update:**

Angoli reported the property owner is working on permits for razing of the two (2) dust collector structures.

**Other:**

Angoli reported he is working on other property maintenance concerns. Specifically, the property adjacent to the Carstens Mill property.

**NEW BUSINESS:**

**A. Wes Kempen Property on W. Ryan Street:**

Geiger reported he met with Wes Kempen on his property on W. Ryan Street. Kempen purchased the Essential Technology property. Geiger spoke to Kempen about his stock pile of fill material and that it needs to be cleaned up. Geiger explained Kempen is using the site for temporary storage to grind on site and then haul away. Geiger gave Kempen until June 15<sup>th</sup> to clean up the site. Geiger asked Kempen what his intent for the property is. Kempen is looking at options.

**ADJOURNMENT:**

**Motion** – Zander moved to adjourn the meeting. Seconded by Buboltz. Motion carried unanimously. The meeting was adjourned at 6:40 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer