

(Unapproved)

**PLAN COMMISSION
Minutes**

March 3, 2014

Brillion City Hall

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, Robert Mathiebe, Zane Zander, Gerald Sonnabend, and Alderperson Heather Gruett. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Community Development Director Justin Linzmeier, and Building Inspector Mike Angoli. Absent were Al Ebert and Garrett Zimpel.

APPROVAL OF THE AGENDA:

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

APPROVAL OF THE FEBRUARY 3, 2014 MINUTES:

Motion – Mathiebe moved to approve the minutes of the February 3, 2014 Plan Commission meeting minutes. Seconded by Sonnabend. Motion was carried unanimously.

GUESTS:

None.

ENDRIES INTERNATIONAL – SIGN PERMIT:

Angoli explained the sign permit from Endries International, which includes directional signs. Angoli reported he has a concern with the directional signs proposed for the corner of Northway Drive. He stated the sign does meet the requirements, per City Code. However, the placement will cause a hazard for traffic visibility.

Sonnabend suggested allowing the sign as proposed in order to help a viable business in the City. Angoli suggested moving the sign to the west side of Northway Drive. Mathiebe suggested leaving the sign as proposed as vehicles may be able to see under the sign.

Motion – Sonnabend moved to approve the permit with the change to the placement of the sign to the west side of Northway Drive for sign G and to work with Endries for the best option. Seconded by Mathiebe.

Angoli stated he will work with them to make sure the sign is not placed to cause a traffic visibility hazard.

Motion carried.

REVIEW OF CONDITIONAL USE PERMITS:

The Commission reviewed the list of Conditional Use Permits issued by the City. It was suggested to pull the permit for Diamond Properties at 725 Harvest Drive #1 issued for a garage office space, due to no activity. Also, the Migrant Camp Permit for the Brillion Iron Works will be pulled.

Angoli questioned the permit for Circle of Friends Day Care. He suggested revising the City Code to allow a day care in Residential Districts. Gruett suggested leaving the City Code as it is. She

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pointed out the costs to rezone for one (1) parcel use may not be cost effective. Angoli suggested keeping it as a Conditional Use and review it in a year.

Zander suggested sending notification to the Conditional Use Permit holders that will be expired due to lack of activity on the property. Angoli will send letters to Diamond Properties and the Brillion Iron Works.

ZONING CODE AMENDMENTS:

A. City Zoning and Land Use Map Review – Update:

Tabled to April meeting.

B. Chapter 92 – Telecommunications Amendment – Update:

No report.

BUILDING INSPECTION REPORT:

A. 306 N. Main Street Building Permit - Update:

Angoli reported after the February Plan Commission meeting he met with the property owner to discuss options for the repairs. To date no permit has been taken out.

Angoli suggested he next contact the State for code violations. It was suggested not to take the step of making repairs and assessing it back to the property owner. Gruett suggested getting cost estimates on demolition.

Angoli will meet with the property owner and talk about options to include the possibility of the City purchasing the property as blight.

COMMUNITY DEVELOPMENT REPORT:

Linzmeier reported on the following:

1. Retention visits at NSC and Primary Transportation.
2. Attended an Economic Development Conference in Appleton.
3. City Website Development.
4. Three new businesses looking to move to Brillion.

Linzmeier suggested the City consider purchasing property in the future for a business/industrial development.

OLD BUSINESS:

Deiter reported he spoke to the American Legion on the option of the City acquiring their property for future City Hall space needs.

NEW BUSINESS:

Mayor Deiter reported on the following:

1. Well #5 Project.
2. Brillion Marsh update.
3. Meeting with the golf course owner to discuss flood control options.

ADJOURNMENT:

(Unapproved)

Motion – Mathiebe moved to adjourn the meeting. Seconded by Zander. Motion carried unanimously. The meeting was adjourned at 7:22 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer