

(Approved)

**PLAN COMMISSION
Minutes**

August 4, 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, Al Ebert Zane Zander, Gerald Sonnabend, and Garrett Zimpel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Building Inspector Mike Angoli. Absent was Alderperson Crystal Fhlug.

APPROVAL OF THE AGENDA:

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

APPROVAL OF THE JULY 7, 2014 MINUTES:

Motion – Zander moved to approve the minutes of the July 7, 2014 Plan Commission meeting minutes. Seconded by Sonnabend. Motion was carried unanimously.

GUESTS:

Ron Wolf from McMahon and Todd Kuchenbecker.

502 S. ROUND LAKE ROAD – BUILDING PERMIT:

Angoli presented the plan for an addition to the garage at 502 S. Round Lake Road. Mayor Deiter asked what Kuchenbecker's intent is for the extension. Kuchenbecker stated to expand the business and some storage. Mathiebe questioned the size of the addition. Kuchenbecker stated approximately 2,430 sq. ft.

Mayor Deiter asked Angoli for his opinion. Angoli stated the Conditional Use is for auto detail. He asked if there would be any work done on auto repairs. Kuchenbecker stated yes, some small repair and tire changing. Sonnabend stated that would make it a commercial use and would no longer qualify for a Conditional Use per City Code in the current zoning, which is Residential.

Angoli stated Kuchenbecker's neighbor has no objections to the addition. If this would go before the Zoning Board of Appeals property owners within 500 ft. would be able to give testimony.

Discussion followed on rezoning the property.

Gosz reminded the Commission that this area is planned for future residential growth. She cautioned the idea of spot zoning.

Sonnabend suggested not expanding the building any further than what it is. Mathiebe questioned the procedure for the Zoning Board of Appeals. He voiced concern if the addition is allowed and after time the Conditional Use is pulled the building would sit empty, it would be hard to change it. Zander voiced concern stating the original Conditional Use Permit was a stretch from what is allowed per City Code.

Motion – Sonnabend moved to deny the building permit. Seconded by Mathiebe.

(Approved)

Ebert asked if the property owner can appeal before the Zoning Board of Appeals. Gosz stated yes, but he would have to prove a hardship. Angoli asked if there is another person working for him. Kuchenbecker stated yes. Angoli reminded Kuchenbecker that the Conditional Use Permit only allows family members.

Mayor Deiter stated the Plan Commission is only trying to help so he is not stuck with a building he can't use. Zander suggested that Kuchenbecker look for a property to relocate his business that is more suitable for commercial use. There would be better value of the property with more services and future expansion opportunities.

Motion carried.

BRILLION MIDDLE SCHOOL – PRELIMINARY SITE PLAN REVIEW AND APPROVAL:

Ron Wolf, McMahon, explained the Conceptual Site Plan for the Brillion Middle School. He explained the School would like to start on the back parking lot and is looking for approval on this now so it can be done before school starts. The Final Site Plan will be ready at the September meeting.

Wolf reviewed the plans for stripping of the parking lot with the installation of a concrete island for student drop offs and bussing.

Motion – Sonnabend moved to approve the west parking lot area as presented with the concrete island. Seconded by Mathiebe.

Zander stated he would like to see the final plans showing all parking stalls per Code. He does not want to see parking reduced. Wolf stated this will be discussed with the School Board and that all parking stalls will be shown on the Final Site Plan to be reviewed and approved by the Plan Commission in September.

Motion carried.

ZONING CODE AMENDMENTS:

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

No report.

B. Chapter 92 – Telecommunications Amendment – Update:

No report.

C. Sign Ordinance – Consider Language for Directional Sign Requirements:

No report.

D. Zoning – Modifications – Consider Language for Lot Line Markings:

No report.

E. Zoning Districts – Consider Language for Setback Requirements for Properties Near Waterway:

No report.

(Approved)

BUILDING INSPECTION REPORT:

A. Endries International – Sign Permit – Update:

Angoli reported he is waiting to hear back from Endries on the final sign location.

Other:

- Angoli gave an update on the Bullwinkles' property.
- Bill Seno property and wetland issues on the property. This maybe on the September agenda.

COMMUNITY DEVELOPMENT REPORT:

Mayor Deiter reported the City Council has not taken action on filling the Community Development Director position. Mayor Deiter stated he feels the position should continue to keep the momentum of the past Community Development Directors with the work they have done and that the position should be filled soon.

Angoli stated he works with another community, the same size of Brillion, that doesn't have a Community Development Director and there has been no new development. Gosz stated she also talked to an Administrator from a community that has no Community Development Director and the role is filled jointly by the Administrator/Clerk-Treasurer and the Director of Public Works. However, they have admitted that they are not as proactive on marketing and promoting needs. Gosz suggested the Plan Commission may want to give the City Council their opinion on the position.

Motion – Sonnabend moved to recommend to the City Council to continue with the Community Development Director position and to fill the position soon. Seconded by Mathiebe. Motion carried.

OLD BUSINESS:

Zander questioned the City Code on foundation on buildings that are removed. Angoli stated it should be broken.

Mayor Deiter reported he talked to the property owners north of the City for possible commercial development.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Mathiebe. Motion carried unanimously. The meeting was adjourned at 7:00 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer

(Approved)