

**PLAN COMMISSION MINUTES
MAY 30, 2017
CITY OF BERLIN
BERLIN, WISCONSIN**

The May 30th, 2017 Plan Commission meeting was called to order at 6:04 p.m. by Mayor Schramer. Roll call present were: Charlie Beard, Dave Secora, Justin Lindahl, and Ed Marks. Absent: Bobbie Erdmann and Mary Kubiak. Also present were Lindsey Kemnitz and Attorney Chier.

There was no public participation.

First on the agenda was approval of the March 28, 2017 Plan Commission minutes. Secora moved to approve the March 28, 2017 Plan Commission minutes. Marks seconded the motion, which carried by voice vote. Beard made a comment that the minute's stated next meeting date was incorrect.

The Mayor stated the next item on the agenda is to discuss and schedule a public hearing for a conditional use permit at 165 E. Park Avenue for a bed & breakfast. Kemnitz explained that previously the owner was operating a bed & breakfast without the conditional use permit. The owner was informed last year that a conditional use permit was required and that is why she is coming before Planning Commission. Secora made a motion to a special request for public hearing for the June Plan Commission meeting. Beard seconded the motion, which carried by voice vote.

No old business was discussed.

Under new business Kemnitz wants the Plan Commission to review the current sign code and at June Plan Commission meeting recommend to Kemnitz some changes. Marks asked Kemnitz to send the existing sign code to the Plan Commission via email.

Mayor Schramer noted that the next meeting date will be June 27, 2017 at 6:00PM. The Mayor mentioned that Beard and I will not be present at the next meeting. Please let Lindsey know if you cannot attend the meeting.

Marks moved to adjourn at 6:11 p.m. Beard seconded the motion, which carried by voice vote.

Lindsey Kemnitz, Community Development Director