

**JOINT PLAN COMMISSION & ETZA MINUTES
JANUARY 30, 2018
CITY OF BERLIN
BERLIN, WISCONSIN**

The January 30, 2018 Joint Plan Commission meeting was called to order at 6:00 p.m. by Mayor Schramer. Roll call present were: Mayor Schramer, Bobbie Erdmann, Mary Kubiak, Charlie Beard, Justin Lindahl, Ed Marks, Bob Chikowski, Bob Bahn, Mike Murkley, CJ Young, and Jeff Toll. Also present were Lindsey Kemnitz and Attorney Chier.

First item on the agenda was approval of the November 28th, 2017 Plan Commission minutes. Erdmann moved to approve the November 28th, 2017 Plan Commission minutes. Kubiak seconded the motion, which carried by voice vote. Kemnitz mentioned that the January 2nd meeting, a quorum was not present so only a discussion occurred.

Second item on the agenda was to approve the November 28th, 2017 Joint ETZA Plan Commission minutes. Bahn moved to approve the November 28th, 2017 Joint ETZA Plan Commission minutes with the correction of the date on the top. Young seconded the motion, which carried by voice vote.

Next item on the agenda was the discussion on the proposed sign code. Multiple Commissioners had comments and recommendations for the proposed sign code. The proposed changes were discussed and reviewed by the Commissioners. February meeting an updated proposed sign code ordinance will be provided for the Commissioners.

The Mayor brought up the next item on the agenda to discuss accessory structure ordinance. Bahn recommended the City regulates on the condition of the sheds rather than the type of structure. Beard stated that the nuisance abatement ordinance should be able to regulate the condition of the shed. The Commissioners agreed to regulate the tarp like structures the same as all accessory structures, but to include that the accessory structure needs to stay in good condition if not then remove or raze the structure.

The last item on the agenda was to discuss ETZA agreement. Kemnitz stated there was 17.5 hours since May for Town of Berlin and 8.5 hours for Town of Aurora. The Commission went through the questions in the background.

1. Is this something that the Town's would be willing to pay additional money to keep the ETZA established? They said agreed
2. Would you want to established set monthly fee and then will be billed for additional time besides basics? They did not agree with this.

Commissioners discussed the preparation and meetings would be split three ways between the municipalities. Permits and inspections would bill to applicable towns. Discuss how the costs will be handled prior to starting a large project or new ordinances.

There was no new or old business.

Marks moved to adjourn at 8:57 p.m. Chikowski seconded the motion, which carried by voice vote.

Lindsey Kemnitz, Community Development Director