

**CITY OF BERLIN PLAN COMMISSION MINUTES**  
**May 29, 2018**  
**CITY OF BERLIN**  
**BERLIN, WISCONSIN**

The May 29, 2018 City Plan Commission meeting was called to order at 6:00 p.m. by Mayor Schramer. Roll call present were: Mayor Schramer, Bobbie Erdmann, Charlie Beard, Mary Kubiak and Dave Secora. Also present were Lindsey Kemnitz and Attorney Chier.

First item on the agenda was approval of the March 27<sup>th</sup>, 2018 Plan Commission minutes. Erdmann moved to approve the March 27<sup>th</sup>, 2018 Plan Commission minutes. Beard seconded the motion, Erdmann then made an amendment to the motion with the correction in 3<sup>rd</sup> paragraph 5<sup>th</sup> line. Kemnitz said the correction should state: Kemnitz stated that Bob Bahn called today and asked how the agriculture seed signs were going to be handled in the proposed sign code. Beard 2<sup>nd</sup> the motion and amendment, which was carried by a voice vote.

Second item on the agenda was the request from Berlin Historical Society to place a monument on Market Square. Lee Erdmann and Dick Fortnum were present to represent the Historical Society. Lee mentioned the information is in the packet about the historical importance of Market Square. Also in the packet is a photo of the Indian monument that is placed by the Berlin Historical Museum on S. Adams Ave. The monument in Market Square will be very similar to that one. The monument will be manufactured by Badger Industries the same company that did the monument by the museum. The Commission asked the size of the monument. Lee Erdmann said it will be about 30X24 inches, depending on the amount of pictures included. It will be made of a steel frame. Marks asked if the monument will face the sidewalk. Lee Erdmann said that will be determined in the future. Secora asked Attorney Chier if this was within the regulations of the new sign code. Attorney Chier stated that the City is allowed to approve the type and size of the sign as it is on City property. Beard made a recommendation to Common Council to accept the request from Berlin Historical Society for the installation of the monument on Market Square. The maintenance will be the Historical Society's responsibility. Marks seconded the motion, which was carried by a voice vote. Bobbie Erdmann abstained from the vote.

The last item on the agenda for discussion was the update to the Comprehensive Plan. Kemnitz mentioned the reason behind the update to the comprehensive Plan is so the Common Council can vote on the ordinance to repeal the ETZA ordinance. The Common Council cannot pass a City ordinance that is not in compliance with the Comprehensive Plan. Kemnitz has reviewed the Comprehensive Plan and provided the pages that specifically state information about the ETZA. The section that specifically states the ETZA is within the strategies section of the comprehensive plan starting on page 66. If the ETZA was specifically stated, it will be removed and replace with Co. Plan & Zoning Committee. There were a couple of sections that mentioned the BID, so that was removed too. Kemnitz also provided the land use map and zoning map that currently exists. Kemnitz has submitted the changes to Kunkel Engineering to have amended for the next Plan Commission meeting. Attorney Chier asked about the future land use map if that will be updated at all. Kemnitz stated there were a couple of changes that will be amended for the comprehensive plan. Erdmann brought up the time periods proposed in the plan are outdated. Erdmann made a motion to change all of the time periods to ongoing rather than every 6 months

and to schedule the public hearing for the next Plan Commission meeting. Kubiak 2<sup>nd</sup> the motion, which was carried by a voice vote.

There was no new or old business.

Secora moved to adjourn at 6:19 p.m. Kubiak seconded the motion, which carried by voice vote.

*Lindsey Kemnitz, Community Development Director*