

**AGENDA  
PLAN COMMISSION  
TUESDAY, NOVEMBER 28, 2017 6:00 P.M.  
CITY HALL COUNCIL CHAMBERS  
CITY OF BERLIN, WI**

- 1) Call meeting to order - Roll Call
- 2) Public Participation
- 3) Approval of Minutes – Plan Commission Meeting October 31<sup>st</sup>, 2017
- 4) **PUBLIC HEARING FOR COMPREHENSIVE PLAN:** Amend Future Land Use Map for 158 South Hunter Street, 206-01749-0000.  
  
RECOMMENDATION: Recommend the approval of the Resolution 02-17 to amend future land use map as part of the Comprehensive Plan map section to Common Council.
- 5) **PUBLIC HEARING FOR REZONE REQUEST:** 158 South Hunter Street, 206-01749-0000 to be rezoned from A-1 to B-2.  
  
RECOMMENDATION: Recommend approval of the rezone request to Common Council.
- 6) **DISCUSS PROPOSED SIGN ORDINANCE**  
  
RECOMMENDATION: Schedule public hearing for the December Plan Commission meeting.
- 7) Old Business
- 8) New Business
- 9) Next meeting date – December 19<sup>th</sup>, 2017, time may be moved back if there is Board of Appeals meeting
- 10) Adjourn

In adherence to the City of Berlin Public Meeting Participation Policy, public participation will be allowed under each agenda item at the discretion of the presiding officer. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Internet, City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting to either the presiding officer or City Clerk.

PLEASE CONTACT LINDSEY IF YOU CANNOT ATTEND - (920) 361-5156



**PLAN COMMISSION MINUTES  
OCTOBER 31, 2017  
CITY OF BERLIN  
BERLIN, WISCONSIN**

The October 31, 2017 Plan Commission meeting was called to order at 6:00 p.m. by Mayor Schramer. Roll call present were: Mayor Schramer, Bobbie Erdmann, Dave Secora, Mary Kubiak, Charlie Beard, Justin Lindahl and Ed Marks. Also present were Lindsey Kemnitz and Attorney Chier.

First item on the agenda was approval of the September 26<sup>th</sup>, 2017 Plan Commission minutes. Secora moved to approve the August 29<sup>th</sup>, 2017 Plan Commission minutes with the corrections from the Commission. Kubiak seconded the motion, which carried by voice vote.

Next item on the agenda was the comprehensive plan for 158 S. Hunter Street. Kemnitz stated that this is similar to what we just went through at the previous Juliette Manor site. Mr. Wick has an interested party to purchase part of the lot at 158 S. Hunter Street, but cannot split into less than 5 acres as the current zoning is A-1. Mr. Wick is requesting to have the property rezoned to B-2. The future land use map identifies this area as residential in the future, so the future land use map needs to be amended before the rezone can take place.

Mayor Schramer asked if his other property will be large enough to stay within A-1 zoning. Kemnitz stated that they are two separate parcels and that there are enough acres.

Erdmann made a motion to schedule the public hearings for the comprehensive plan and rezone for 158 S. Hunter Street for the November Plan Commission Meeting. Secora seconded the motion, which was carried by voice vote.

The last item on the agenda was handing out the proposed sign code. Kemnitz stated she handed out the code at the meeting and wants the Commission to review it for November's meeting. Attorney Chier stated that the reason for the update is a new Court Case ruled that sign codes cannot regulate the content of the sign. For example yard signs are allowed in residential districts, but we cannot regulate what the sign says. We can regulate the number of signs, size of signs, and length of display, but not what is on the sign.

Erdmann asked what is considered a monument sign and Kemnitz said Attorney Chier's sign would be considered a monument sign, typically lower to the ground. Kemnitz stated she will provide some graphics for everyone for the different types of signs.

Secora asked Attorney Chier if it was a state or federal case and Chier stated it was a federal.

There was no new or old business.

Kubiak moved to adjourn at 6:24 p.m. Marks seconded the motion, which carried by voice vote.

*Lindsey Kemnitz, Community Development Director*



PLAN COMMISSION  
RESOLUTION #02-17

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**A RESOLUTION BY THE PLAN COMMISSION TO RECOMMEND ADOPTION OF THE AMENDED  
COMPREHENSIVE PLAN OF THE CITY OF BERLIN, WISCONSIN**

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The Plan Commission of the City of Berlin, Wisconsin, do resolve as follows:

**Section 1.** Pursuant to section 62.23(2) and (3) of the Wisconsin Statutes, the City of Berlin, is authorized to amend its comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

**Section 2.** The City has held at least one public hearing on the subject matter of this Resolution on August 29, 2017, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes.

**Section 3.** The Plan Commission of the City of Berlin, Wisconsin, does, by enactment of this Resolution, formally recommend adoption by the Common Council of the document entitled, "City of Berlin Comprehensive Plan, and Revised November 29, 2011 through November 28, 2017, Public Hearing November 28, 2017, City Council Approved December 12<sup>th</sup>, 2017", pursuant to section 66.1001(4)(c) of the Wisconsin Statutes.

**Section 4.** This Resolution shall take effect upon passage by a majority vote of the members of the Plan Commission.

Passed, approved and adopted this 28<sup>th</sup> day of November, 2017.

ROLL CALL VOTE:

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ ABSENT

CITY OF BERLIN

BY: \_\_\_\_\_  
Richard D. Schramer, Mayor

ATTEST: \_\_\_\_\_  
Jodie Olson, Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Matthew G. Chier  
City Attorney

DATE: November 21, 2017

TO: Plan Commission

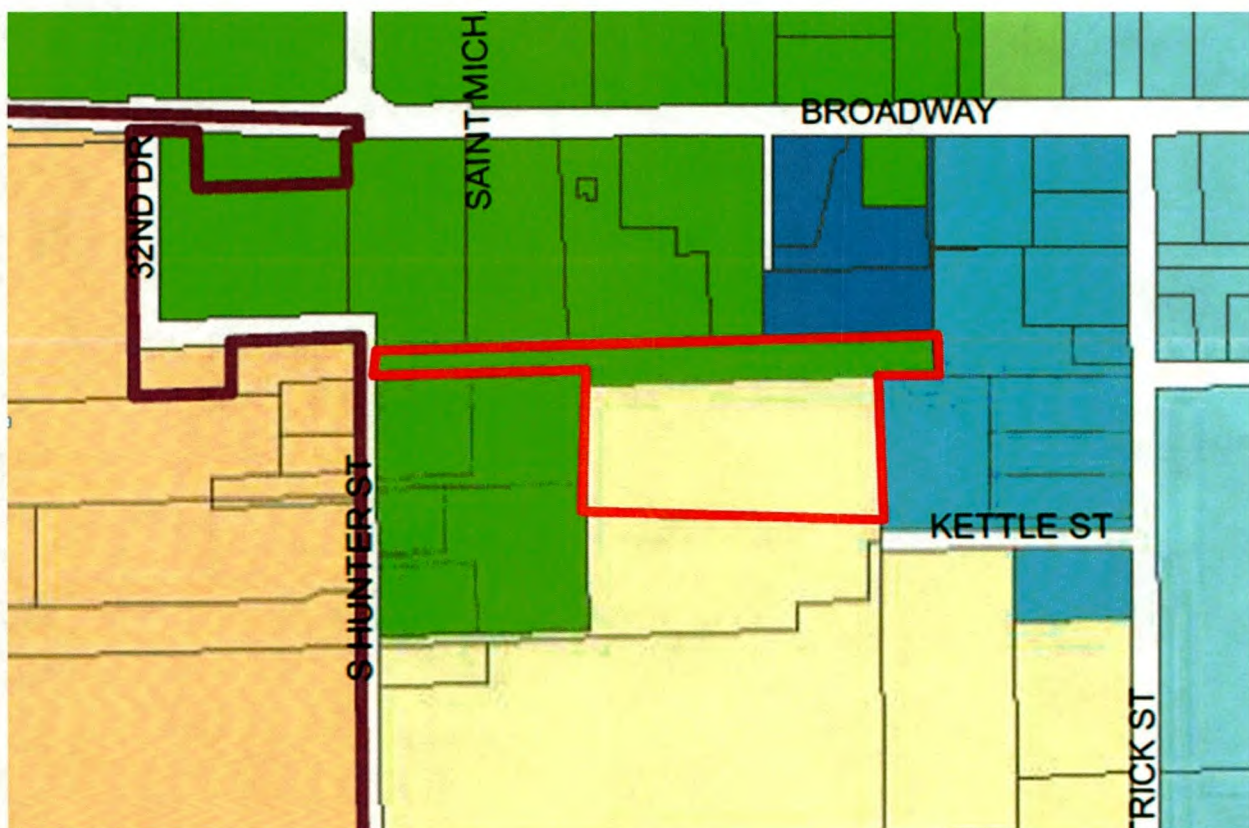
FROM: Lindsey Kemnitz

RE: Rezone request for 158 South Hunter Street

**BACKGROUND:**

Jerry Wick the owner of 158 South Hunter Street has a interested buyer for this property. The potential buyer wants to use the property for B-2 type of uses. Currently the north 70 feet of the property is zoned B-2 and the remaining of the parcel is zoned A-1. The properties to the north and west are currently zoned B-2.

**RECOMMENDATION:** Recommend approval of the rezone request to Common Council.



Green- Business-1

Dark Blue- Residential Multifamily R-3

Light Tan- Agriculture-1

Blue- R-2 Residential



DATE: November 21, 2017

TO: Plan Commission

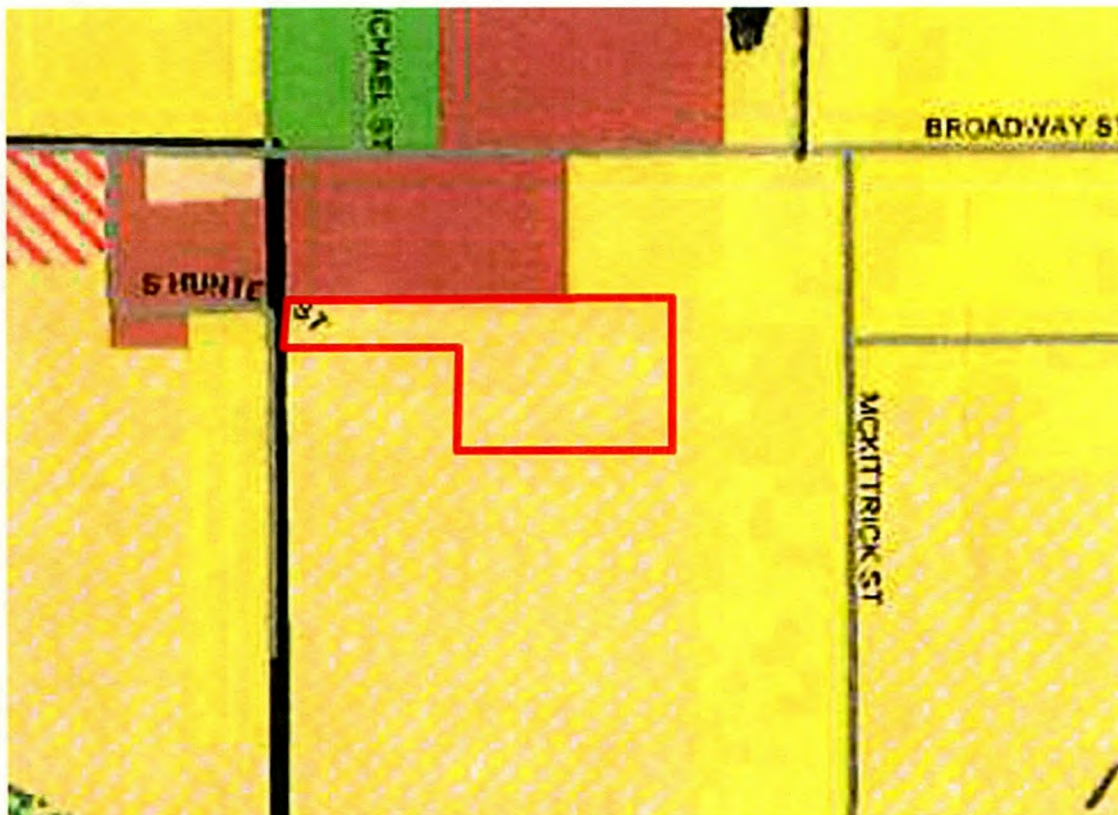
FROM: Lindsey Kemnitz

RE: COMPREHENSIVE PLAN: Amend Future Land Use Map

**BACKGROUND:**

Jerry Wick the owner of 158 South Hunter Street has an interested buyer for his property. The potential buyer will be using the property for commercial type of uses and currently the future land use map identifies this area for future residential. Jerry is asking the Commission to consider amending the future land use map for future commercial. North and west of his property is zoned for B-2 uses. The mall is towards the north and to the west is storage units and other little shops.

**RECOMMENDATION:** Recommend the approval of the Resolution 02-17 to amend future land use map as part of the Comprehensive Plan map section to Common Council.



Brown- Commercial

Yellow- Residential

DATE: November 21, 2017

TO: Plan Commission

FROM: Lindsey Kemnitz

RE: Proposed Sign Code

BACKGROUND:

Discuss and answer any questions that the Commission may have in regards for the sign code.

RECOMMENDATION: Schedule public hearing for the December Plan Commission meeting.