

**AGENDA**  
**CITY OF BERLIN PLAN COMMISSION**  
**TUESDAY, MAY 29, 2018 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 March 27<sup>th</sup>, 2018
- 4) **REQUEST FOR MONUMENT TO BE LOCATED AT MARKET SQUARE**  
RECOMMENDATION: Recommend the proposed monument to Common Council.
- 5) **UPDATE TO COMPREHENSIVE PLAN**  
RECOMMENDATION: Schedule Public Hearing for June Plan Commission Meeting
- 6) Old Business
- 7) New Business
- 8) Next meeting date – April 24<sup>th</sup>, 2018
- 9) 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

**CITY OF BERLIN PLAN COMMISSION MINUTES  
MARCH 27, 2018  
CITY OF BERLIN  
BERLIN, WISCONSIN**

The March 27, 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, Justin Lindahl and Dave Secora. Also present were Lindsey Kemnitz and Attorney Chier.

First item on the agenda was approval of the February 27<sup>th</sup>, 2018 Joint Plan Commission minutes. Secora moved to approve the February 27<sup>th</sup>, 2018 Joint Plan Commission minutes with the correction. Kubiak seconded the motion, which carried by voice vote.

Second item on the agenda was the public hearing for the proposed sign code. The Mayor opened the public hearing at 6:05pm. He asked three times for anyone wishing to speak for the proposed sign code. No one spoke. He asked three times for anyone wishing to speak against the proposed sign code. No one spoke. The public hearing was closed at 6:06pm. The Mayor turned the discussion over to the Commission. Kemnitz stated that Bob Bahn called today and asked how the agriculture seed signs. Kemnitz stated currently the proposed sign code would allow having 2 per lot. Attorney Chier suggested that we could add a footnote to state if in agriculturally zoned properties and is being cultivated for agricultural use, the lot will be allowed to have total of 20 temporary yard signs during the growing season.

Secora made the motion to recommend the proposed sign code with the proposed changed from Attorney Chier for the agriculture seed signs. Kubiak seconded the motion. The motion carried with 5 ayes and 1 nay by Charlie Beard.

There was no new or old business.

Secora moved to adjourn at 6:26 p.m. Beard seconded the motion, which carried by voice vote.

*Lindsey Kemnitz, Community Development Director*



A Berlin Institution  
Market Square formerly known as "The Common"  
And Cattle Fair Day

A **town square** is an open public space commonly found in the heart of a traditional town used for community gatherings. Most town squares are hardscapes suitable for open markets, music concerts, political rallies, and other events that require firm ground. Being centrally located, town squares are usually surrounded by small shops. At their center is often a fountain, well, **monument**, or statue.

Berlin's 'Commons' Market Square was once a gathering place for buyers, sellers, farmers, employers, businessmen and housewives. It is where several streets converge in the downtown area, Huron, Capron, and Water Sts. and Park Ave. Its importance was established early in Berlin's history. Published in the *Marquette Mercury* of May 15, 1851 was an ad to lease a building on the corner of Huron and Market Square indicating that this location was a marketing center from those very early days of the city.

Agriculture was an important product of Berlin residents and growers would bring their livestock and produce to 'The Commons' to sell to households and merchants. The *Berlin Weekly Journal* of October, 1879 reported on the creation of the Berlin Cattle Fair organization. A committee of finance had raised over \$100 and "the project was booming." By October 23<sup>rd</sup> a meeting at City Hall adopted the articles of association and the "Industrial Fair and Market of the City of Berlin" was begun. "Each month on the first Wednesday after the 15<sup>th</sup> or on the 15<sup>th</sup> if it is a Wednesday" was the formula for determining cattle fair day on Market Square since 1879.

Reports of activities and events at Market Square were regularly reported on in the local newspapers. Young men and women would come to the Square looking to be hired on the farms or by the merchants and businessmen of the day.

The Green Lake County fair used to be held in Berlin and one year the town square was the main location for all events. Berlin's once famous Mardi Gras used the square as the central location for events planned for the day.

When agriculture dwindled in the mid twentieth century, Market Square was still used by farmers, home-growers and craftspeople to come together on that specific Wednesday to sell their wares.

In recognition of the importance of this special place, the Berlin Area Historical Society would like to erect a monument to forever remind our citizens that it is not just a place to park your car but was once the center of community, commerce and fellowship. The monument we are recommending is similar to the one on our grounds recognizing and remembering the peoples of the 1<sup>st</sup> Nations that lived here before us. We will write the dialog and supply the pictures for the sign. Funds for the project will be supplied by BAHS.



## WELCOME TO BERLIN'S TRIBUTE TO THE IST NATION PEOPLES OF THIS AREA



This sculpture is erected to pay homage to the First Nation peoples who inhabited these lands before us, whose stewardship and lessons taught us the value of the land and how to use its resources to feed, clothe and shelter our people.

The figure was designed and created in 2011 by Mark Fischer, a contemporary Wisconsin sculptor and member of the Oneida Nation of Green Bay, Treaty 2. To create this tribute, The Berlin Area Historical Society published and sold the book, The Story of the Mascouten Nation and of their Mascouten written in the nineteenth century by Edmund L. Runnels.

Made of copper and welded in silver, the sculpture has four Native symbols on the lower body representing the four elements: air, water, fire and earth. All First Nation peoples honor the Four Elements, each in their own way. Around its neck are sixteen small circles representing Grandmother Moon, an important spiritual figure for Native Americans. (There are 13 full moons in a calendar year). The figure has 3 hairs which represent a male figure. He holds a spear in one hand and honors the water animals in the other. The four sections of the face represent the Four Winds (North, South, East, and West).

The first recorded contact with the natives came in the 17th century with the travels of the French explorer and missionaries. We have the writing of DuRoi, Aboué, Marquette, Hennepin and others all who visited here and verify that the Nations occupied this land. The first contact in our area was to a large settlement southeast of the present city of Berlin. It was said to be a palisaded city on a hill and contained

members of five different tribes: the Mascouten, Fox, Sauk, Menominee and Kickapoo, all Algonquian speaking peoples. Different estimates put the population in the 1000s. The Sauk and Menominee show that populations located here for over ninety years. We learn that around 1750 or 1771 the tribes left the area for other locations. Over the years, the tribes were reduced in numbers through war, disease and other factors and survivors merged into new tribes and clans. Today, the Mascoutens do not exist as a separate nation but are remembered with the naming of the Mascouten Golf Course and Country Club, the Berlin High School annual Mascouten and by Mascouten Transportation who ferry our children to school. (There are varied spellings for the Mascouten name).

When Berlin was founded by Nathan Strong in 1847 the west side of the river was owned by the Menominee Nation and later secured by them. Their presence was recorded by several of the early settlers in their diaries and remembrances. Members of one clan were said to be Strong's only neighbors for his first year of settlement.

The Ho-Chunk, who were the first stewards of the land that was to become Wisconsin, had a strong presence in this area especially noted in the 18th and 20th century when they and other Nations helped harvest the large cranberry crops here or established their summer camps along its varied lakes and rivers.

One clan visited Berlin each year and camped along the shore of Green Lake and later along the Fox River near the present location of Mascouten Golf and Country Club. The most well-known leader was Chief Hay-na-ga, better known to the Berlin area residents as "Chief High-nocker", so named for the beaver top hat he liked to sport. While at summer camp in August of 1891, the old chief died crossing the Fox River on a return trip from town. He was buried in what is now Kinsman's Grove and around 1904 when his body was moved to Green Lake and now reposes in Dandorf Cemetery. His memory was honored by Berlin's fur and leather industry when they named several of their products after him.

This tribute then is to the people "who once walked the same land that we now walk, who once hunted where we hunt, planted crops where ours are planted and fished the same waters that we fish. They are a link to the past, somehow our past."

Berlin Area Historical Society 2011



Chief Hay-na-ga (Chief High-nocker)



Site of the former Mascouten Village



MARKET SQUARE, BERLIN, WIS.





Note:

## GIS Viewer Map

Green Lake County, WI

### Floodplain Zoning Districts 02-03-2010

MAP NUMBER 55047C0<PANEL>C

- █ Floodway ZONE AE
- █ Flood-Fringe ZONE AE
- █ General Floodplain ZONE A
- areas not A or AE are ZONE X
- Map Panel
- Cross Section
- Flood Water Surface Elevation

### Zoning Districts

- A-1 Farmland Preservation
- A-2 General Agriculture
- C-1 General Commercial
- C-2 Extensive Commercial
- I Industrial
- M-1 Mineral Extraction
- M-2 Sanitary Landfill
- NRC Natural Resource Conservancy
- R-1 Single Family Residence
- R-2 Single Family Mobile Home Residence
- R-3 Multiple Family Residence
- R-4 Rural Residential
- RC Recreation
- AO Adult Orientated Establishment
- ETZA Extra Territorial Zoning Area

### Land Use

- Agriculture
- Commercial
- Industrial
- Mixed Use
- Public
- Residential



### Base Map

- Parcel
- Address
- City Village Town
- Section
- State Road
- County Road
- City Village Town Road
- Private Road
- Lake River
- River Stream

Time: 10:39:25 AM

Date: 5/22/2018

1 inch = 28 feet



Geographic Information System (GIS)  
<https://gis.co.green-lake.wi.us/>



## Comprehensive Plan Update

May 21, 2018

TO: Plan Commission

FROM: Lindsey Kemnitz

SUBJECT: Comprehensive Plan Update

The Council has recommended staff to review the Comprehensive Plan to make changes to remove the references to the ETZA. Council had a discussion the need for the ETZA in the future and feels it is still important to work with Green Lake County and Township's on future planning for the area, but the ETZA is not needed to work together. Attached is a copy of the section that would be changed in the Comprehensive Plan to remove the references to the ETZA. I am currently working with Kunkel Engineering to remove the ETZA from the Current Land Use Map and Zoning Map. They might be completed by next week, if not they will be handed out in the June Plan Commission Packet.

Recommendation: Schedule a public hearing for the June Plan Commission meeting for the Comprehensive Plan Update.



The following strategies that will be used to implement the plan are outlined below. They are to be used as specific methods for accomplishing the goals and objectives outlined in this plan. By reviewing at least annually, it will allow the City to check off those that have been accomplished, begin pursuing the next strategy, adding additional priorities as they present themselves, re-organize existing strategies and re-prioritizing as applicable. Prioritizing will be important not only for accomplishing the most important tasks first but also to identify tasks that are dependent on other strategies.

The strategies are further clarified by adding 'Committees & Organizations' that would serve as the leaders for initiating the tasks. They would also be responsible for notifying other interested parties and identifying additional resources that may be needed. It is assumed that each of the tasks will also involve appropriate City staff. An estimated allotment of time is also provided. Once a task is initiated it should be completed within the defined amount of time. This will assure completion of tasks and allow the City to move on to the next item. When the estimated time states 'On Going' this will be a task, that once initiated becomes a regular function of the City.

**COMMITTEES & ORGANIZATIONS****TIME  
(IN MONTHS)****Strategy for preserving and protecting the City's natural resources**

- *Conduct an environmental/ecological audit to determine which areas need to be protected/preserved. Review and revise as necessary the Zoning Ordinance to ensure that development adjacent to environmentally sensitive areas is appropriate. Control development with zoning tools such as Conditional Use Permits. Identify revisions to zoning, wetland and floodplain maps along with existing stormwater drainage ways.*
  - **City Staff, Plan Commission** **ongoing**
- *Update the subdivision ordinance to include protection of environmental corridors including rivers, streams, wetlands, drainageways and floodplains as well as other environmental resources.*
  - **City Staff, Plan Commission** **5 yrs.**

**Strategies to preserve, protect & enhance the quality of housing in the City**

- *Use the powers of a Community Development Authority (CDA) to finance or act as a conduit for financing private development of elderly multi-family housing.*
  - **City Staff, Plan Commission, CDA** **Ongoing**



- *Use Tax Increment Funding Districts (TIF) to encourage economic development within the City.*
  - **City Staff, Plan Commission, CDA** **Ongoing**
- *In conjunction with the Chamber of Commerce/BCDC establish an incubator for both commercial and industrial entrepreneurs.*
  - **City Staff, Plan Commission** **Ongoing**  
**Chamber of Commerce, Berlin Community Development Corp.**
- *Develop a business mentoring program where more experienced business owners and managers help less experienced owners and managers to start a business, avoid pitfalls and become profitable.*
  - **City Staff, Plan Commission** **Ongoing**  
**Chamber of Commerce**

### **Strategies for encouraging quality commercial areas in the City.**

- *Conduct feasibility/best use analysis for development of vacant/underutilized properties.*
  - **City Staff, Plan Commission, ETZA** **Ongoing**
- *Offer governmental assistance to encourage redevelopment and infill of vacant/underutilized properties, especially focusing on buildings of historic significance.*
  - **City Staff, Plan Commission, CDA** **Ongoing**  
**Historic Society, Business Improvement District**

### **Strategies for preserving and improving the City's downtown**

- *Review and rewrite if applicable the zoning ordinance to encourage infill development and higher densities throughout the downtown business district.*
  - **City Staff, Plan Commission** **Ongoing**  
**Business Improvement District**
- *Review zoning ordinance language and district boundaries to assure that 'highway commercial' does not detract from the historic nature of the downtown.*
  - **City Staff, Plan Commission** **Ongoing**
- *Offer governmental assistance to encourage redevelopment and infill of vacant/underutilized properties, especially focusing on buildings of historic significants.*



### **Strategies for improving the local transportation systems**

- Conduct a detailed study including a capital improvement plan that would identify the need for additional sidewalks and bike paths.
  - **City Staff** **Ongoing**
- Work with the County to determine the feasibility of a regional bike route that would connect the Cities throughout the County and connect the City to the recreational areas around Green Lake County.
  - **City & Co. Staff, City Plan Commission** **Ongoing**  
**Park & Rec. Commission, ETZA**  
**Co. Plan & Zoning Committee**
- Monitor DOT traffic studies and conduct independent studies as deemed appropriate. Conduct corridor studies that will examine the effects of increased traffic and the impact on land uses.
  - **City Staff, Plan Commission** **Ongoing**  
**Business Improvement District**

### **Strategies for improving cooperation with neighboring communities**

- Establish meetings between governmental staff and elected officials throughout Green Lake County as needed.
  - **City & Co. Staff, City Plan Commission** **Ongoing**  
**Co. Plan & Zone Committee, ETZA**  
**City Council, County Board**
- Hold informal meetings to share information between municipal representatives and area business leaders.
  - **City & Co. Staff, City Plan Commission** **Ongoing**  
**Co. Plan & Zone Committee, ETZA**  
**City Council, County Board, Chamber**
- When updating the City's Comprehensive Plan notify the adjoining towns and counties of the changes.
  - **City & Co. Staff, City Plan Commission** **Ongoing**  
**Co. Plan & Zoning Committee, ETZA**
- On an as needed basis, hold meetings with the City's municipal neighbors. UW-EX Community Resource Development Program can provide educational support for these meetings. The purpose of the meetings will be to discuss current initiatives and shared goals in the areas of land use, conservation and development.



proposals should include the possibility of allowing pole building construction, reducing currently required City road construction standards to standards similar to town roads (i.e. no curb and gutter, sidewalks, etc.). Such proposals should also include the

Amended 2011

possibility of allowing such parcels to avoid or delay connection to City sewer and water service, through the allowance of private well and septic requirements.

- **City Staff, City Plan Commission** **2 yrs.**

- Rewrite portions of the zoning ordinance, as applicable, in order to encourage infill development.

- **City Staff, City Plan Commission** **Ongoing**

- Develop economic development incentives to encourage business location and expansion within the City.

- **City Staff, CDA, Chamber of Commerce** **Ongoing**  
**BCDC, BID**

### **Strategies that will encourage historic preservation**

- Monitor governmental assistance programs to encourage redevelopment and reuse of historic properties.

- **City Staff, Plan Commission** **Ongoing**  
**Chamber of Commerce, Historic Society**

- Market historic storefronts to antique dealers, craft makers, artists, Amish furniture makers and other specialty retailers with a historic link.

- **City Staff, Business Improvement District** **Ongoing**

- Review and update the Architectural/Historical Survey report.

- **City Staff, Historic Society** **12 mo.**

- ~~□ Maintain downtown façade improvement loan program.~~

- ~~○ **Business Improvement District** **Ongoing**~~

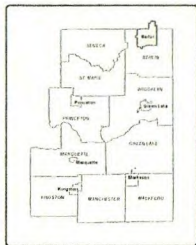
- Maintain an inventory of historic buildings that are most in need of maintenance, repair or on the verge of being classified as blighted.

- **City Staff, Plan Commission** **Ongoing**



# Map 5 Current Land Use

City of Berlin  
Green Lake County, WI



## Legend

- Roads
- Municipal Boundary
- Lake or River
- Woodlands
- Wetland or ESA\*
- Land Use**
  - Agricultural / Vacant
  - Commercial
  - Industrial
  - Mixed Use
  - Public-Govt-Parks
  - Residential

\*ESAs (Environmentally Sensitive Areas) include stream protection areas consisting of a 75 foot buffer.



0 0.125 0.25 0.5  
Miles

Map Date: 1/14/2003

Green Lake County  
Planning & Zoning Department

