**CITY OF BERLIN PLAN COMMISSION MINUTES**

**July 30th, 2019**

**CITY OF BERLIN**

**BERLIN, WISCONSIN**

The July 30th, 2019 City Plan Commission meeting was called to order at 6:00 p.m. by Mayor Schramer. Roll call present were: Mayor Schramer, Ed Marks, Mary Kubiak, Bobbie Erdmann, Dave Secora and Charlie Beard. Also present were Lindsey Kemnitz and Attorney Chier.

First item on the agenda was approval of the April 30th, 2019 Plan Commission minutes. Erdmann moved to approve the April 30th, 2019 Plan Commission minutes as corrected. Kubiak seconded the motion, which was carried by a voice vote.

The first discussion item was the agenda was rezone request for 315 Broadway Street from R-2 to B-2. Kemnitz explained that Allie Henke is looking to purchase the property for a daycare center. Allie Henke explained that she currently does income care, but is limited with the amount of kids and would like a large location. She could have up to 20 kids on this property. Erdmann made a motion to approve schedule the public hearing. Beard 2nd the motion which was carried by a voice vote.

Second item on the agenda was the site plan for Wisconsin Spice addition. The addition includes a warehouse and break room on the south building. With the additions, the parking stalls have been removed and put on the north property. Marks was concerned about the drainage on the north side of S. Industrial Park Drive. He mentioned the culver is caved in and would be perfect timing to fix both. Kemnitz said she would discuss it with Public Works Department. Beard made a motion to approve the site plan with the conditions recommended by the City Engineer. Erdmann seconded the motion, which was carried by a voice vote.

Next item on the agenda was the swimming pool ordinance. Currently the ordinance requires a fence around the whole pool the wall height is greater than 15 inches, unless it has cover to sustain a person weighing 250 pounds or have a raised deck around the entire pool with a gate of 36 inches high on the top. Kemnitz suggested reducing the requirements of the fence. Many of the surrounding communities require a fence around a pool if it is less than four feet. Kubiak made a motion to postpone until have further information from other communities. Secora seconded the motion which was carried by a voice vote.

Last item to discuss was the Conditional Use Permit (CUP) and Airbnb Ordinance. Erdmann was concerned about removing the R-MH district as we have a couple of mobile homes in the City. Kemnitz said the homes are grandfathered in and can exist, but if they are ever removed they will not be permitted in the future. Currently those properties are not zoned for mobile homes.

Attorney Chier explained that there was a need from Jodie and Lindsey for this section of the ordinance. Airbnb and bed & breakfasts are going to be handled the same way. There was a discussion on 82-27(a) to include the historical society’s museums. Erdmann made a motion to schedule the public hearing for the CUP and Airbnb ordinance. Secora seconded the motion, which was carried by a voice vote.

There was no old or new business.

Secora moved to adjourn at 7:43 p.m. Erdmann seconded the motion, which carried by voice vote.

*Lindsey Kemnitz, Community Development Director*