**CITY OF BERLIN PLAN COMMISSION MINUTES**

**AUGUST 27TH, 2019**

**CITY OF BERLIN**

**BERLIN, WISCONSIN**

The August 27th, 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 July 30th, 2019 Plan Commission minutes. Secora moved to approve the July 30th, 2019 Plan Commission minutes as corrected. Kubiak seconded the motion, which was carried by a voice vote.

The first item on the agenda was public hearing for rezone request for 315 Broadway Street from R-2 to B-2. Mayor Schramer opened the public hearing at 6:02pm and asked for people to speak for and against it three times. No one spoke so Mayor Schramer asked for questions or comments from the Plan Commission. Marks was concerned about the availability of onsite parking for the intended use. The applicant explained that she has considered angled parking, removing the garage to provide a turn around, or work with the property to the west for ingress and egress. Attorney Chier mentioned a site plan would be required for approval so that can be reviewed at that time. Mayor Schramer suggested talking with the Berlin Police Department for their opinion on the ingress and egress. Mayor Schramer closed the public hearing at 6:08pm. Marks made the motion to recommend the rezone to B-2 contingent on site plan approval, sale of the land to Allie Henke, and within 6 month time period. Secora seconded the motion. There was a vote voice with 5 ayes and 1 nay. The motion passed.

Second item on the agenda public hearing for amending the conditional use, special exception, short term rentals ordinances and repealing the A-2 and R-M districts. The public hearing was opened at 6:26pm. Mayor Schramer asked three time for and against to speak on the public hearing. No one spoke so it was opened up to the plan commission to discuss. Secora asked about if a new historical survey was completed, what would happen. Attorney Chier mentioned that the ordinance then would be amended. Erdmann asked about the historical society properties and Attorney Chier explained that we included them with the legal descriptions. Erdmann made a motion to accept the changes to the zoning code and recommend to Common Council. Secora seconded the motion which was carried by a voice vote.

Next item on the agenda was the site plan review for Ripon Athletic parking lot expansion. Kemnitz provide an overview about the parking lot and that it was reviewed by public works department and did not see any issues with drainage. Secora made a motion to approve the site plan. Kubiak 2nd the motion which was carried by a voice vote.

The seventh item on the agenda was to review and discuss the conditional use permit for 327 SW Franklin Street. Kemnitz provided the Plan Commission images of the adjacent property before and current. Kemnitz explained that the main reason for the fence was to block the neighboring property to sell it. The Plan Commission felt the adjacent property has been fixed up and the fence should be removed. Beard made a motion to recommend to Common Council that the one year has expired and to bring the fence into compliance with the zoning code. Erdmann seconded the motion, which was carried by a voice vote.

Last 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. Marks asked if we should consider requiring alarms by doors that connects to a swimming pool. Erdmann directed Attorney Chier to draft swimming pool ordinance. Beard seconded the motion, which was carried by a voice vote.

There was no old or new business.

Marks moved to adjourn at 6:48 p.m. Kubiak seconded the motion, which carried by voice vote.

 *Lindsey Kemnitz, Community Development Director*