

**CITY OF BERLIN PLAN COMMISSION MINUTES
OCTOBER 27TH, 2020
CITY OF BERLIN
BERLIN, WISCONSIN**

The October 27th, 2020 City Plan Commission meeting was called to order at 6:00 p.m. by acting chairman Erdmann. Roll call present were: Bobbie Erdmann, Ed Marks, Dave Secora, Victoria Hill, Dick Schramer and Mary Kubiak. Also present was Lindsey Kemnitz, Attorney Chier, Don Neitzel.

First item was approval of the September 29th, 2020 Plan Commission minutes. Hill moved to approve the September 29th, 2020 Plan Commission minutes as corrected. Marks seconded the motion, which was carried by a voice vote.

Next item was review and discuss site plan review for 160 E. Park Avenue for Park Cercle Condominiums. No one was in attendance to answer questions for the condominium project, so Kemnitz and Neitzel provided an overview of the project. Neitzel reviewed the site plan review letter he provided the Plan Commission. The Commission had several questions regarding the plans and was unable to be provided answers by the applicant. Kubiak made a motion to postpone until applicant submits a completed site plan application with the items that are missing per the City Engineer's site plan review letter. Hill seconded the motion, which was carried by a voice vote.

The next item was to discuss allowable locations for pet grooming, daycare, and boarding in the City of Berlin. Kemnitz provided the three examples from Ripon, Princeton, and Oshkosh. Hill liked the Oshkosh grouped pet grooming and daycare into the same category as they both did not have overnight stays. Attorney Chier agreed as he did not see a difference between the two services. Attorney Chier stated that the Commission needs to consider the common walls in the downtown district. Hill also liked the double fencing by the exit and requiring an outside attendant when animals outside. Marks had people from the public in favor of the dog grooming, but not in favor of the dog boarding. The Commission asked if the state had any regulations such as requiring rabies or others vaccinations, Kemnitz was unsure but would look into it. Erdmann expressed the need for outside space to allow the animals to go to the bathroom. Erdmann mentioned previous pet shops in the downtown and doesn't remember any issues with them in the past.

Hill asked the interested party if this was fast enough track for her or she needed it to go faster. The interested party expressed she is fine with the track it is taking. Kubiak and Marks expressed the Commission need time to review and consider all situations such as another locations. Secora made a motion to direct city staff to draft an ordinance for pet services as a conditional use permit in the B-1 and B-2 zoning districts to review for next month meeting. Hill seconded the motion, which was carried by a voice vote.

The next item was to discuss live/work ordinance. Kemnitz stated the purpose of the ordinance would allow owners property or owners of business to reside at the commercial or manufacturing zoned site. Erdmann expressed she felt this ordinance was only for big towns. Hill stated she felt the opposite way as this may encourage people to start up a business in small communities. Brian Brock the interested party was present and expressed that he is looking to open a business and

would live there to reduce the risk of opening a business in the community. Kubiak agreed with Hill and thought this would expand opportunity for potential businesses in the community. Marks questioned if the space could be rented out to another business and allow for another residency on the property. Secora mentioned the old Walmart for an example. Hill expressed that people usually maintain their residence so this may help improve some of the commercial and manufacturing properties. Hill made a motion to draft an ordinance that would allow live/work in B-1, B-2, M-1 zoning districts as a conditional use permit. Kubiak seconded the motion which was carried by a voice vote.

Next item was to review the official street map. Marks had several comments throughout the community after driving around to look at them. The Commission felt it would be easier if we could overlay the aerial on this map for the next meeting. Erdmann expressed that these future streets are not always the exact location of them, but the area a proposed street should go. The board requested quadrant maps with the aerial overlay on the map for the next meeting.

No new or old business.

Next meeting date is November 17th, 2020

Secora moved to adjourn at 7:36p.m. Hill seconded the motion, which carried by voice vote.

Lindsey Kemnitz, Community Development Director