

CITY OF BERLIN PLAN COMMISSION MINUTES
MARCH, 29th 2022
CITY OF BERLIN
BERLIN, WISCONSIN

The March 29th, 2022 City Plan Commission meeting was called to order at 6:00 p.m. by Mayor Bruessel. Roll call present were: Joel Bruessel, Bobbie Erdmann, Mary Kubiak, Victoria Harvath, and Ed Marks Also present was Tim Ludolph, Matt Chier, Erik Derleth, Greg Walker, Robert Mach, Tom Sebastian, Allan Birschbach, Peter Mauel, David & Tricia Polakowski.

First item was approval of the March 1st, 2022 Planning Commission minutes. Erdmann moved to approve the March 1st, 2022 Plan Commission minutes as presented. Kubiak seconded the motion, which was carried by a voice vote.

The next item was to discuss the application for Rezoning for 206-00824-0000 to discuss the viability of a request for rezoning of the property across from Ripon Athletic Jacket from an overflow parking lot to 1 building 34 units of ministorage as described from Erik Derleth. Attorney Chier clarified the request and spoke to the Commission about the visual implications and the building. Erdmann asked about the duration of the use of this property and Derleth answered the storage would be available in short terms. Kubiak motioned and Erdmann seconded the motion to schedule this for hearing at the next Planning Commission meeting April 26th, the motion passed unanimously by voice vote.

The Public Hearing for the rezoning of 114 N Wisconsin St opened at 6:10 P.M. Mayor Bruessel administered the Public Hearing Format as follows: Greg Walker presented the topic stating the property would present an easy conversion with 1-3 bedrooms and a single bathroom for a single family. Mayor Bruessel asked three times for any public comment for then three times for public comment against the zoning request. Mayor Bruessel asked for commentary from the Zoning Administrator. The Zoning Administrator spoke about how this appeared a logical rezone given the 2018 Future Land Use map. Marks stated confusion as the future land use map he had indicated this was to be only commercial. Attorney Chier said if the map presented from Marks is the most recent voted by the commission, this request would require an amendment made to the map first if the lot should be commercial then a text and map amendment would be needed. The Zoning Administrator said he believed the map included in the packet was a partial from the 2018 on file. Commissioner Erdmann commended the current and future land use map should be distributed to the Commission. Commissioner Harvath motioned and Kubiak seconded to approve the zoning and send the decision to Common Council.

Mayor Bruessel opened the second item of hearing, the Site Plan Review of 347 E Huron St. (Brown Wilcox) to Public Discussion.

David and Tricia Polakowski spoke to their concern about the light generated by the proposed eastern driveway access and the Fence construction. Attorney Chier explained these concerns could be considered by the Commission as conditions imposed in approval.

Robert Mach explained the rationale of the driveway as facilitating the need for Americans with Disabilities Act (ADA) requirements, emergency vehicle access, and the general context required by the topography.

Commissioner Erdmann asked if Mach had discussed with the Fire Department about how trucks would access. Mach answered they had run models showing the 22-22.5-foot trucks would be able to navigate and the design actually facilitates a less gradual turn than required for any plausible Fire Truck model.

Commissioner Harvath asked about the Grade issue referencing the Board of Appeals discussion and also inquired how impactful the construction equipment would be temporarily. Mach answered both the grade and construction activity would be manageable.

Commissioner Marks asked about the Parking Lot, will portico and lot line be similar to east area? Mach answered 8 ft vertically make up drive to egress, Evergreen trees every 10 feet.

Commissioner Harvath asked about the traffic study. Mach referenced the WISDOT study which only really covers Highway 91 generally, without any location specific information. Harvath followed up asking about what Brown Wilcox states regarding this. Mach answered there are only about 6 employees driving in and out at shift change taking on average 15 to 20 trips, only during winter would the vehicle lights be seen during any shift change at dark.

Attorney Chier explained the conditions referenced in the letter by Kunkel Engineering would be the ones on record for approval. In addition, the applicants were instructed to have the plans reviewed by EMS to ensure fire and safety.

With discussion between Mach and the Commission it was decided there could be an entry apron 8-10 feet west as feasibly possible and the fence could be installed 4 feet in the front setback area along the east property line then 6 feet from behind the setback area along the remainder of the eastern lot line.

Harvath motioned to accept the site plan review with the conditions outlined in the Kunkel letter as well as approval of the EMS, the entry modification of the eastern entrance, and the fence to be installed along the eastern lot line. Kubiak seconded and the commission unanimously approved by voice vote.

Mayor Bruessel closed the Hearing at 6:54 P.M.

No old or new business.

Next meeting date is April 26th 2022.

Harvath moved to adjourn at 6:56 pm. Kubiak seconded the motion, which carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director