

CITY OF BERLIN PLAN COMMISSION MINUTES
FEBRUARY 28TH 2023
CITY OF BERLIN
BERLIN, WISCONSIN

The February 28th, 2023 City Plan Commission meeting was called to order at 6:01 p.m. by Mayor Bruessel. Roll call present were: Chair Bruessel, Erdmann, Hanan-Virtually, Harvath, Hopkins, Hughes, and Kubiak Also present were Attorney Matthew Chier, Administrator Rutkowski, Tim Ludolph, Tina Schrei, and Bob Schrei

Erdmann motioned to seat Hanan as a virtual attendee, Kubiak seconded the motion, which was carried by a voice vote.

First item was approval of the November 29th 2022 and December 27th 2022 Plan Commission minutes. Harvath moved to approve the November 29th 2022 and December 27th 2022 Plan Commission minutes as presented. Hughes seconded the motion, which was carried by a voice vote.

The next item was to discuss the review of the Official Maps and supporting files. Commissioner Hopkins discussed the review process and will present the findings in March.

The next item was to discuss a Text Amendment to modify the language for Animal Services in the Business Districts. Bob and Tina Schrei presented the background to contextualize why this was brought before the City. Ludolph followed up presenting the staff report, discussing the proposed modification to the ordinance, respecting the history of why the language had been written to prohibit overnight boarding, proposing to create a licensing mechanism similar to neighboring communities. The group discussed how this would look for the business proposing overnight boarding. Rutkowski discussed how this motion would enable council to recommend Attorney Chier to draft the language to be reviewed in a Plan Commission hearing before becoming ordinance to be approved by Common Council. Harvath motioned to recommend to common council language to allow overnight boarding in a way consistent with other ordinance language, Kubiak seconded the motion, which was carried by voice vote.

The next item was to discuss a Text Amendment to add Artisan Manufacturing as a permitted use in the Business Districts. Ludolph presented the staff report, recommending a similar procedure to the Overnight Boarding Amendment. Commissioner Hopkins discussed the difference in scale of Artisan Manufacturing as opposed to examples of Makerspaces, suggesting not treating them as the same thing. Attorney Chier discussed how it may be advisable to consider the Artisan Manufacturing a less intensive use and the Maker Space a more intensive use. The group discussed existing nonconforming examples in the community, in the downtown area and acknowledged this is an up-and-coming use. Harvath motioned to recommend to council to have Attorney Chier draft language, in tandem with City Staff permitting Artisan Manufacturing and Maker Space as uses in the B-1 and B-2 districts, Hanan seconded the motion, which was carried by voice vote.

The next item was a Comprehensive Plan Update. Ludolph discussed how the review of statutes and current requirements are a work in progress. The next step recommendation will be presented in March.

No old business.

Erdmann distributed the ordinance on Garage Sale regulations and suggested the review of this be discussed at the March meeting. Chair Bruessel acknowledged and agreed with this.

Next meeting date is March 28th, 2023

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

Respectfully Submitted by Timothy Ludolph, Planning and Development Director