

**CITY OF BERLIN PLAN COMMISSION MINUTES
MARCH 28TH 2023
CITY OF BERLIN
BERLIN, WISCONSIN**

The March 28th, 2023 City Plan Commission meeting was called to order at 6:01 p.m. by Mayor Bruessel. Roll call present were: Chair Bruessel, Hanan, Hill, Hopkins, Hughes, and Kubiak Also present were Attorney Matthew Chier, Tim Ludolph, Reid James-Excel Engineering,

No General Public Comments.

First item was approval of the February 28th Plan Commission minutes. Hopkins moved to approve the February 28th 2023 Plan Commission minutes as presented. Kubiak seconded the motion, which was carried by a voice vote.

The next item was to discuss a Site Plan Review build a Taco Bell at 133 N Brooklyn St. Ludolph followed up presenting the staff report, discussing City Engineer's proposals and the staff recommendation for approval. Reid James from Excel Engineering presented the site plan Chier discussed how the motion should include the four items Kunkel Recommended to be included. Kubiak motioned to approve the site plan reviewed for 113 N Brooklyn St. PARCEL # 206-01320-0000 FORSYTHS & BASSETTS ADD LOTS 1, 2, 7 & 8 BLK 93 INC PORTION OF VACATED BROADWAY with the conditions Bruessel seconded the motion , which was carried by voice vote.

The next item was to discuss a Site Plan Review alter Wisconsin Spice's previously presented Electrical Accessory Building and propose a dust collection addition at 478 S Industrial Park Rd. Ludolph followed up presenting the staff report, discussing City Engineer's reference to the previously presented plans from October 2022 recommending the only condition remain That erosion control BMPs be erected prior to construction and be inspected and maintained in accordance with the project specifications and WDNR requirements. Kubiak motioned to approve the Site Plan Reviewed at 478 S Industrial Park Rd. PIN #206-03029-0000 BERLIN INDUSTRIAL PARK LOT 2 CERTIFIED SURVEY MAP 1360 V5 & LOT 1 CERTIFIED SURVEY MAP 1741 V7 & LOT 1 CERTIFIED SURVEY MAP 1801 V8 with the previous erosion control condition. Hill seconded the motion, which was carried by voice vote.

The next item was to discuss a Text Amendment to add Electronic Recycling Drop Off Center as a conditional use in the Business Districts. Ludolph presented the staff report, recommending the Commission consider, as Attorney Chier had suggested previously, the big picture of what the intention for Business Districts should be and how to adapt this with up and coming uses. . Attorney Chier discussed how this would procedurally follow the same way the last two amendments had. Hill motioned to recommend to council to have Attorney Chier draft language, in tandem with City Staff to facilitate E-Cycling Drop Off, Hopkins seconded the motion, which was carried by voice vote.

The next item was to discuss the review of the Official Maps and supporting files. Commissioner Hopkins discussed that he had reached near-completion of the review of all the files and will report the findings in April.

The next item was a Comprehensive Plan Update. Ludolph discussed how there is to be a discussion with ECWRPC Wednesday the 29th; on the topic of recommended agencies to assist with the public outreach, intergovernmental cooperation, and other elements that could prove difficult to do effectively internally. Ludolph will bring forth any update to the group, as this could utilize ARPA funds, if there is a reasonable proposal.

No old business. Ludolph acknowledged that Erdmann distributed the ordinance on Garage Sale regulations and suggested the review of this be discussed at the March meeting, this is scheduled for the April meeting. Chair Bruessel acknowledged and agreed with this.

No New Business

Next meeting date is April 25th, 2023

Hill moved to adjourn at 5:14 pm. Hopkins seconded the motion, which carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director