

**CITY OF BERLIN PLAN COMMISSION MINUTES**  
**APRIL 25<sup>TH</sup> 2023**  
**CITY OF BERLIN**  
**BERLIN, WISCONSIN**

The April 25<sup>th</sup> 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, Scott Zabel, Sara Rutkowski, Luke Kolbie- Russell Moccasin, Joe Gonyo- Russell Moccasin, Bob Schrei- Pet Puddle, Dick Schramer- Van Horn Rd, Other person\*- Van Horn St, Doug Nighbor- NW Cumberland St., and Brianna Stevens (virtual)- Summit Ridge Energy

No General Public Comments.

First item was approval of the March 28<sup>th</sup> Plan Commission minutes. Hill moved to approve the March 28<sup>th</sup> 2023 Plan Commission minutes as presented. Kubiak seconded the motion, which was carried by a voice vote.

The next item was to discuss a North Business Park WWTP and Solar Farm- Restrictive Covenants. Sara Rutkowski presented the Waste Water Treatment Plans. Brianna Stevens presented Summit Ridge Energy's offer for up to 55 acres solar farm installation to the Plan Commission. The Plan Commission discussed some questions answered by Brianna Stevens and Sara Rutkowski. Bruessel discussed with the group and received affirmative to postpone this discussion.

The next item was to discuss a Possible Amendment to Section 82-684- School Bus Parking Prohibition in Residential Zoning Districts .

The next item was to discuss the Proposed Future Streets Map and Van Horn Road. Dick Schramer presented the packet distributed to the Plan Commission, requesting the City take ownership of Van Horn Road as a Non-Conforming Class 1 Street. He also discussed a zoning reform, that was briefly discussed by the Commission. Attorney Chier explained what would be required for both the City taking fee simple ownership of the Street and what would be required for the Plan Commission to recommend drafting a new novel Zoning District. The Commission took no action on these issues. The Proposed Future Streets Map was presented by Rutkowski with Zabel present for questions. Hill motioned to Schedule a Public Hearing for May 30<sup>th</sup> 2023 to amend the Proposed Future Streets Map as presented. Hopkins seconded the motion which passed with a voice vote.

The next item was to discuss a Modification of Animal Services as a Conditional Use in Business Districts. Attorney Chier explained the Kennel License being used as a vehicle for this being a Conditional Use in B-1 and B-2 Zones. Hill motioned to Schedule a Public Hearing for discussion of Amending the Zoning ordinance to Modify Animal Services as a Conditional Use in Business Districts. Kubiak seconded the motion which passed with a voice vote.

The next item was to discuss add Artisan Manufacturing/Small-Scale Manufacturing/Makerspace as a Conditional Use in the B-1 and B-2 Districts. Ludolph introduced Luke Kolbie and Joe Gonyo, representing Russell Moccasin as one organization that would benefit from the amendment proposed. They briefly explained why City has examined these uses as having application. Attorney Chier explained the Board of Appeals could still impose conditions as they see fit and Russell Moccasin's envisioned site would also require the Conditional Approval of Adaptive Reuse of Church. Kubiak motioned to Schedule a Public Hearing for Amending the Ordinance to add Artisan Manufacturing/Small-Scale Manufacturing/Makerspace as a Conditional Use in the B-1 and B-2 Districts. Hill seconded the motion which passed with a 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 discussed the background of why this was brought as a unique use in the City of Berlin. Kubiak motioned to Schedule a Public Hearing to amend the Ordinance to add Electronic Recycling Drop Off Center as a conditional use in the Business Districts as a Conditional Use in the B-1 and B-2 Districts. Hill seconded the motion which passed with a 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 May.

No Old Business was brought up for discussion at the next meeting.

No New Business was brought up for discussion at the next meeting.

Next meeting date is May 30<sup>th</sup>, 2023.

Hill moved to adjourn at 8:30 pm. Hopkins seconded the motion, which carried by voice vote.

*Respectfully Submitted by Timothy Ludolph, Planning and Development Director*