

**CITY OF BERLIN PLAN COMMISSION MINUTES
MAY 28 2024
CITY OF BERLIN, WISCONSIN**

PRESENT: Chair Joel Bruessel, Luke Dretske, Paul Hanan, Victoria Hill, Carol Hughes, and Mary Kubiak

ALSO PRESENT: City Attorney- Matthew Chier, Tim Ludolph, Darryl Lehmann- Martenson and Eisele, Tom Malchetske, and Dennis Green- Ripon Land Surveying

The City of Berlin Plan Commission meeting was called to order at 6:02 p.m. by Chair Bruessel.

The Minutes of the April 30th Plan Commission meeting were approved on a motion by Hill as presented. Hughes seconded the motion, which was carried by a voice vote.

The next item was to discuss the CSM request from Chris and Laura Manski. Tom Malchetske presented the request and opened this discussion to any questions. Ludolph gave a quick summary of the staff's recommendation. Hill motioned to approve the CSM Minor Subdivision Request from Chris and Laura Manski for property at N Wisconsin St Parcel: 206-03325-000. Bruessel seconded the motion, which was carried by a voice vote.

The next item was to discuss the CSM request from Jeff Cohen. Dennis Green presented the request and opened this discussion to any questions. Ludolph gave a quick summary of the staff's recommendation. Kubiak motioned to approve the CSM Minor Subdivision request from Jeff Cohen for 192+204 E Huron St Parcel:206-00393-0100 and 206-00392-0000.

The next item was the discussion of the Ad-Hoc Committee designed to discuss the North Business Park and the Protective Covenants. Bruessel presented the direction from the Common Council and recommended the Commission work on proposing people in the City of Berlin to help guide this committee.

Hill motioned to seat Dretske at 6:20 PM. Kubiak seconded the motion which was carried by a voice vote.

The next item was discussion of the Current Land Use, Future Land Use, and Zoning Maps alignment for the area on the North Side of Waushara St. Ludolph gave a quick summary and Chier clarified use of his hours would be unlikely and this is the process to have the Current and Future Land Use map updated, requiring a hearing.

Hill motioned to get permission from Common Council for any use of Attorney Chier's hours and Schedule a Public Hearing for June 25th 2024 to amend the Current Land Use Map and Future Land Use Map in the Comprehensive Plan. Kubiak seconded the motion, which was carried by a voice vote.

The next item was the preliminary discussion of Non-Conforming Agricultural Lots and Rural Residential Zoning. Ludolph presented the preliminary research and stated to the Commission this topic would take some time to pull together the relevant practices and the locations this would work best in Berlin. Discussion took place and the Commission agreed this was worth having staff look into.

The next item was the preliminary discussion of Housing in Compact Dwellings and other

zoning restrictions as laid out by the Housing and Economic Development Strategy. Ludolph presented how the Building Inspector had given a master zoning matrix for communities Kunkel serves and how he had looked into Oshkosh and some other nearby communities and was able to note how there were varying degrees of application of easing of the Zoning Code to facilitate building what the market would support. Discussion took place and the Commission agreed this was worth having staff look into per the Housing and Economic Development Strategy.

The next item was the preliminary discussion of Accessory Structures and some issues brought to staff's attention. In other communities Kunkel Engineering serves as Building Inspection and Zoning Administration some people have built tree houses to the specifications of accessory structures including play houses, and these have become hazardous. He had recommended incorporating elements of ordinances including that of Allouez to minimize risks. Discussion took place and the Commission stated this is probably not an urgent change to make but could be looked into with minimal staff time.

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 Tuesday June 25th 2024

Hill moved to adjourn at 6:43 pm. Dretske seconded the motion, which carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director