

**CITY OF BERLIN PLAN COMMISSION MINUTES
JANUARY 02 2025
CITY OF BERLIN, WISCONSIN**

PRESENT: Joel Bruessel- Mayor, Paul Hanan, Victoria Hill, Carol Hughes, and Mary Kubiak

ALSO PRESENT: Terry Przybyl, Matthew Chier- City Attorney, Tim Ludolph- Zoning Administrator

The City of Berlin Plan Commission meeting was called to order at 6:00 p.m. by Mayor Bruessel.

The Minutes of the October 29^h Plan Commission meeting were approved as presented on a motion by Hill. Kubiak seconded the motion, which was carried by a voice vote.

The next item was the preliminary discussion of the Comprehensive Plan. Ludolph presented the RFP as drafted and previously presented to the Committee of the Whole. The commission discussed some recommendations. Hill motioned for the RFP to be sent to the Common Council for issuance pending adding representation from the Park and Recreation Commission to the Evaluation Team, accepting the Common Council's wish for there to be a Common Council representative on the Evaluation Team, and making sure the language clarifies, beyond generic GIS products, for there to be layered and shape data able to be used by City Software to make every type of update. Hugues seconded the motion, which was carried by a voice vote.

The next item was the discussion of possible Unspecified Uses at 242-246 E Park Ave. Ludolph presented the background and explained why he thought the ordinance language may need to be changed. Chier explained the intent of the language, where the Plan Commission would review all unspecified uses and refer a property owner to Board of Appeals review if a Conditional Use would be identified, making the ordinance fine as written. After some discussion Kubiak motioned to recommend the property owner of 242-246 E Park Ave be referred to the Board of Appeals to review the Adaptive Reuse of Church request, seen to be would be appropriately similar to a couple of B-1 Uses as well as the existing Conditional Use. Bruessel seconded the motion which carried by voice vote.

The next item was a preliminary discussion of a potential development at the former Juliette Manor Site. The group discussed some background and issues any developer may run into. Ludolph explained some procedural steps likely to be necessary for the development. No further action was needed at the 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 January 28th 2024 at 6 PM.

Hill moved to adjourn at 6:40 pm. Kubiak seconded the motion, which carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director