

CITY OF BERLIN PLAN COMMISSION MINUTES
AUGUST 26th 2025
CITY OF BERLIN, WISCONSIN

PRESENT: Catrina Burgess-Mayor, Paul Hanan, Carol Hughes, Mary Kubiak, Terry Przybyl, and Kayla Reeves

ALSO PRESENT: Tim Ludolph- Zoning Administrator, Jessi Balcom- City Administrator

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

The Minutes of the June 24th 2025 Plan Commission meeting were approved on a motion by Przybyl. Reeves seconded the motion, which was carried by a voice vote.

The next item was the presentation of request for Minor Subdivision of 150 McKittrick Street and 623 SW Ceresco Street. Ludolph presented the request and reiterated the staff report and discussion took place of the information presented on the draft Certified Survey Map. Kubiak made a motion to endorse Staff's signature to approve the proposed modification for the two respective lots known as 150 McKittrick Street and 623 SW Ceresco Street, approving recording the CSM as drafted. Reeves seconded the motion. Motion carried with voice vote (6-0)

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

Ludolph presented a brief summary of a Text Amendment request he was in receipt of. A proper report and presentation will be presented at the September meeting.

Next meeting date is Tuesday September 30th 2025 at 7 PM.

Przybyl moved to adjourn at 6:14 pm. Kubiak seconded the motion, which carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director