

CITY OF BERLIN PLAN COMMISSION MINUTES
JULY 28, 2026
CITY OF BERLIN, WISCONSIN

PRESENT: Catrina Burgess- Mayor, Paul Hanan, Daniel Ladwig, Terry Przybyl and Kayla Reeves

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

The City of Berlin Plan Commission meeting was called to order at 6:01 p.m. by Mayor Burgess.

The Minutes of the June 30th, 2026, Plan Commission meeting were approved as presented on a motion by Ladwig. Reeves seconded the motion, which was carried by a voice vote.

The next item was a preliminary discussion about a Minor Subdivision Request from Gary Peterson for 674 NW Cumberland Street. Ludolph presented the background, explaining the rationale for the inclusion of this item and the assumed receipt of the Rezone Application to approve this at the following meeting, or postponing that if there is no receipt. Przybyl presented the motion to schedule a public hearing at the August 25th meeting to discuss the Rezoning request and CSM review if the application is received by August 6th 2026. Reeves seconded the motion, which was carried by voice vote. (5-0)

The next item was the Public Hearing of the Text Amendment of Indoor and Outdoors Recreational Facilities in the M-1 and M-2 district. Burgess opened the Public Hearing at 6:05 PM and asked for anyone to speak in favor of the rezoning request three times. Burgess asked for anyone to speak against the Amendment. Burgess Closed the Public Hearing at 6:08PM.

Reeves presented a motion to recommend the Berlin Common Council approve the Text Amendment allowing Recreational Entertainment Facilities as a Conditional Use in the M-1 and M-2 Zones. Ladwig seconded the motion, which was carried by voice vote (5-0).

The next item was the continuation of the discussion of Residential Setbacks Single Family Dwelling Setbacks. Ludolph presented the background including the draft ordinance and asked for feedback about having a consistent accessory setback. After some brief discussion, Reeves presented a motion to schedule a Public Hearing to formally review the Text Amendment at on the next regular meeting of the Plan Commission August 25th, 2026. Przybyl seconded the motion, which was carried by voice vote (5-0).

The next item was an update regarding the Drafted Ordinance Update to Chapter 52- Planning. Ludolph explained the background of this item and presented the amendment from the City Attorney. No further motion or discussion was made.

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 August 25th 2026 at 6 PM.

Reeves moved to adjourn at 6:12 pm. Przybyl seconded the motion, which was carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director