

CITY OF BERLIN PLAN COMMISSION MINUTES
AUGUST 25, 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 6:00 p.m. by Mayor Burgess.

The Minutes of the July 28th, 2026, Plan Commission meeting were approved as presented on a motion by Reeves seconded the motion, which was carried by a voice vote. (5-0).

The next item was the Public Hearing of the Text Amendment of Residential Setbacks Single Family Dwelling Setbacks. Burgess opened the Public Hearing at 6:02 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 6:02 PM.

Przybyl presented a motion to recommend the Berlin Common Council approve the Text Amendment amending the zoning code related to setbacks for the side yard in the residential district and accessory structures as drafted with the change of striking the line “and in no case shall the water line of a pool be less than ten feet from any lot line.” From Section 5. Reeves seconded the motion, which was carried by voice vote (5-0).

The next item was the continuation of the discussion of. Ludolph presented the background including the draft ordinance and asked for feedback about Accessory Dwelling Units. After some brief discussion, the commission expressed support for drafting the Amendment as stated in the Staff Report, enabling the City to consider an amended version of the Village of Lodi’s ADU Ordinance.

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 September 22nd 2026 at 6 PM.

Reeves moved to adjourn at 6:13 pm. Ladwig seconded the motion, which was carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director