

(Approved)

**PLAN COMMISSION  
Minutes**

**June 3, 2019**

**Brillion City Center**

**6:00 PM**

**CALL TO ORDER:** Mayor Gary Deiter called the meeting to order at 6:00 P.M.

**ROLL CALL:** Present were Mayor Gary Deiter, Lonnie Puskala, Al Ebert, Gerald Sonnabend, Mike Buboltz, and Alderperson Joe Levash. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Public Works Director Andy Geiger, and Paul Birschbach. Absent was Zane Zander.

**GUESTS:**

Candi Teachman and Brandon Teachman.

**APPROVAL OF THE AGENDA:**

**Motion** – Levash moved to approve the agenda. Seconded by Buboltz. Motion carried unanimously.

**APPROVAL OF THE MAY 6, 2019 PLAN COMMISSION MEETING:**

**Motion** – Ebert moved to approve the May 6, 2019 Plan Commission Meeting minutes. Seconded Levash. Motion carried.

**CONDITIONAL USE PERMIT – 146 CALUMET STREET:**

Mayor Deiter explained the application received from the property owner at 146 Calumet Street for a Conditional Use Permit to make and sell (on-line) jewelry from her home. Per City Code, a Public Hearing by the Plan Commission to consider the Conditional Use is required. The Public Hearing requires a Class 2 Notice. The soonest the Plan Commission can meet would be the week of June 24<sup>th</sup>. Gosz suggested a Special Plan Commission meeting be scheduled for Monday, June 24, 2019 at 5:30 PM.

**Motion** – Puskala moved to set a Public Hearing date for Monday, June 24, 2019 at 5:30 PM to hear testimony for or against the Conditional Use Permit for 146 Calumet Street. Seconded by Ebert. Call vote. Motion carried.

**ORGANIZATIONAL/CLUB SIGNS:**

Geiger explained the sign on the north end of CTH PP has tilted and is becoming unsightly. Gosz explained what she found on the history of the signs. The organizational/club signs were a project of the Community Development Committee which was funded by the Brillion Chamber of Commerce. In 2012 a Boy Scout asked permission to update the signs/structures as an Eagle Scout Project. Because of the disbandment of the Community Development Committee, the sign became the Chamber's to maintain. In 2012, the Chamber informed the City that they no longer wanted to maintain the signs and recommended that they be removed, and if the City chose to maintain them or through another party that the City can do so and accept responsibility.

Discussion followed on the signs. Sonnabend suggested eliminating all of the sign structures.

**Motion** – Sonnabend moved to remove all three (3) signs structures to be taken down. Seconded by Buboltz. Call vote. Motion carried.

(Approved)

**ZONING CODE AMENDMENTS:**

**1. R-1 to R-2 Minimum Lot Size:**

Geiger reported he contacted the City Attorney to recommend the language change. He explained the City Attorney contacted the League Attorney who has the opinion that the Code does allow for the Zoning Administrator to review each lot size. However, City Attorney King would not recommend this. He suggested defining size be specified in the Code. Have a “gray” area may put the City in a bad position.

Discussion followed on the minimum size. Geiger suggested changing the R-1 from 8,000 to 6,500 sq. ft.

**Motion** – Ebert moved to change the minimum lot size from 8,000 to 6,500 sq. ft. in R-1 Residential Districts. No change to R-2. Seconded by Buboltz. Motion carried.

**B. Accessory Buildings:**

Geiger reported he discussed this with the City Attorney who opinioned that there can only be one outbuilding no matter what it is.

**C. Garden/Utility Sheds:**

Birschbach suggested defining the language for garden sheds. He will bring back language to the next meeting.

**BUILDING INSPECTOR REPORT:**

Birschbach reviewed his Building Permit Report.

**OLD BUSINESS:**

**A. Residential Development – Consider Areas for Future Development:**

Gosz reported a meeting was held with contractors for Shane Murphy’s development. They would like to consider a PUD Zoning for the property. To date no further information has been received.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

The meeting was adjourned at 6:41 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer