

(Approved)

**PLAN COMMISSION
Minutes**

September 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, Zane Zander (arriving at 6:07 PM), Gerald Sonnabend, Mike Buboltz, and Alderperson Joe Behnke. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Public Works Director Andy Geiger, and Building Inspector Paul Birschbach. Absent was Al Ebert.

GUESTS:

Jason Pielhop, Jim Lemberg of Point of Beginning Engineering, and Alderperson Tim Hanson.

APPROVAL OF THE AGENDA:

Motion – Behnke moved to approve the agenda. Seconded by Sonnabend. Motion carried unanimously.

APPROVAL OF THE AUGUST 5, 2019 PLAN COMMISSION MEETING MINUTES:

Motion – Buboltz moved to approve the August 5, 2019 Plan Commission Meeting minutes. Seconded Puskala. Motion carried.

DOLLAR GENERAL – BUILDING PERMIT:

Geiger explained McMahan has reviewed the Stormwater Management Plan for the Dollar General site, which meets the requirements per WI DNR Stormwater Standards.

Geiger reported the parking code would require 49 parking stalls, the plan shows 30. Per City Code, as Zoning Administrator, he recommends to approve the 30 spaces. Jim Lemberg, Point of Beginning Engineering, stated 30 stalls is the typical template for Dollar General Stores, 10-15 cars per hour is their standard rate. Behnke questioned the City Code for the size of parking stalls. Geiger stated City Code calls for a minimum 9 X 18, these are 9 X 20. Birschbach stated it is more than adequate for handicap stalls.

Motion – Sonnabend moved to allow the Site Plan with 30 parking stalls. Seconded by Buboltz. Motion carried.

Geiger explained when the McDonald's building was constructed they hooked into the Jill Peters sewer line. The owner of the McDonald's building will allow an easement for the Dollar General to connect to the lateral at McDonalds.

Motion – Behnke moved to approve the Site Plan for the Dollar General building permit. Seconded by Sonnabend. Motion carried.

Geiger reported the sign application will be reviewed and approved by Birschbach.

ZONING CODE AMENDMENTS:

1. R-3 Minimum Lot Size:

(Approved)

Geiger reported no further review has been done at this time.

B. Accessory Buildings:

No report.

C. Garden/Utility Sheds:

No report.

BUILDING INSPECTOR REPORT:

Birschbach reported August was slow, but there will be more in September.

Birschbach reported on the property maintenance violations. He will be submitting second notices to those that he has not heard back from. Mayor Deiter questioned how much time do we allow these property owners. Geiger stated after the second notice then Code will allow for a citation to be issued.

OLD BUSINESS:

A. Residential Development – Steinfest Property – Consider Agreement for Professional Services For Conceptual Lot Layout and Wetland Delineation:

Sonnabend stated he feels this may be necessary to get development to the site. Geiger stated he agrees, however, it was suggested at City Council that initially the City shares the cost with the Developer until the development is complete. Some type of agreement needs to be in place.

Behnke stated we don't want to spend the money and the Developer walks away. Buboltz stated he feels at the \$6,000 cost for the City it is a win/win for developing the land. Behnke questioned if there would be an agreement for the cost of utilities.

Sonnabend asked who is asking for the request. Behnke questioned what does their plan for development look like. Birschbach stated it should be the current owner of the property. They would need to know what is developable.

The Plan Commission agreed that there is interest in helping, but need an official request from the property owner. Mayor Deiter will contact Lisa Hoepfner, the realtor for the property, to keep this moving.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting was adjourned at 6:29 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer