

(Approved)

**PLAN COMMISSION
Minutes**

November 7, 2016

Brillion City Hall Conference Room

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, Mike Buboltz, and Alderperson Crystal Fhlug. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Building Inspector Mike Angoli. Absent were Al Ebert, Gerald Sonnabend, and Community Development Director Cheryl Welch.

GUESTS:

None.

APPROVAL OF THE AGENDA:

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

APPROVAL OF THE SEPTEMBER 6, 2016 PLAN COMMISSION MEETING MINUTES, THE SEPTEMBER 26, 2016 PLAN COMMISSION MEETING MINUTES, AND THE OCTOBER 18, 2016 PLAN COMMISSION MEETING MINUTES:

Motion – Buboltz moved to approve the September 6, 2016 Plan Commission Meeting minutes, the September 26, 2016 Plan Commission Meeting minutes, and the October 18, 2016 Plan Commission Meeting minutes. Seconded by Zander. Motion carried unanimously.

WDNR WETLAND SCREENING AND DELINEATION PROCEDURES:

Angoli explained this new ruling by the DNR would require any new development or addition to areas where there are potential wetland indicator shown on the map would need to be delineated. He explained any existing structure in a potential wetland mapped area is exempt.

Angoli is reviewing this to determine what areas will be affected in the City.

Mayor Deiter reported the County Planner and other County representatives will be contacting the State on this.

PRELIMINARY CSM – CITY POND:

Angoli reported there will be two (2) separate CSM's for this property. He explained two (2) are required because only five (5) lots can be divided out of one (1) parcel. The second CSM will identify the three (3) lots on Glenview Avenue.

Gosz explained the City Council would like to sell off the three (3) parcels and have an appraisal with minimum value to start bids. This would be reviewed by the Plan Commission for a recommendation to City Council.

BUILDING INSPECTION REPORT:

A. FNB Fox Valley Site Plan - Update:

(Approved)

Angoli gave an update on the FNB Fox Valley Site Plan. He explained the contractor for the Bank is using information from Martinson and Eisle that shows wetlands on the parcel. Gosz explained she suggested that the owner of the parcel have the property wetland delineated to have a saleable lot.

The FNB is holding off on the offer until the wetland is determined.

B. Property Maintenance Code Violations – Update:

1. 106 S. Main Street:

Angoli reviewed pictures taken of 106 S. Main Street. He received a complaint on this property. He did contact the property owner on this. An official notice will follow.

2. 208/210 Center Street – Update:

Angoli reported the property owner was served a registered letter to notify the property owner to meet to inspect the property maintenance complaint. Angoli reported the owner needs to be present for him to access the property for inspection.

C. Sign Code – Update:

No report.

D. Carport Structures - Ordinance:

Angoli reported he is still working on this.

COMMUNITY DEVELOPMENT REPORT:

A. Brillion Iron Works Closure:

Gosz reported that she, Mayor Deiter, and Community Development Director Welch have a meeting scheduled with the General Manager of MPG on Wednesday, November 9th regarding their plans for closing of the facility.

Gosz reported that she, Mayor Deiter, and Community Development Director Welch attended a Brownfield Grant Workshop sponsored by the DNR. It was very informative. She explained a Green Team with the DNR representatives should be formed to brainstorm future redevelopment of the site.

OLD BUSINESS:

Mayor Deiter questioned the street work on Pagel Avenue. Gosz will have the DPW check on this.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion –Zander moved to adjourn the meeting. Seconded by Puskala. Motion carried unanimously. The meeting was adjourned at 6:50 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer