

(Approved)

**PLAN COMMISSION
Minutes**

January 3, 2017

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

GUESTS:

RDA Consultant Cheryl Welch.

APPROVAL OF THE AGENDA:

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

APPROVAL OF THE NOVEMBER 7, 2016 PLAN COMMISSION MEETING MINUTES AND THE NOVEMBER 29, 2016 JOINT SPECIAL CITY COUNCIL, PLAN COMMISSION, AND REDEVELOPMENT AUTHORITY COMMISSION MEETING:

Motion – Zander moved to approve the November 7, 2016 Plan Commission Meeting minutes and the November 29, 2016 Joint Special City Council, Plan Commission, and Redevelopment Authority Commission Meeting minutes. Seconded by Buboltz. Motion carried.

CERTIFIED SURVEY MAPS:

A. City Property – Pond Lots:

Angoli reviewed with the Commission the final CSM's prepared for the land around the pond.

Motion – Sonnabend moved to recommend to City Council the CSM #1 for the land around the pond. Seconded by Zander.

Sonnabend questioned, for clarification, what land the City Council would like to sell off. Gosz explained the land along Glenview Avenue. She stated Lot 1 on CSM #1 will be deeded to Geiger once the CSM is recorded, which was already approved by the City Council.

Motion carried.

B. City Property – Glenview Avenue/Wolfschmidt Lots:

Angoli suggested any building on the lots would be restricted from having a basement. Mayor Deiter voiced concern that a mobile home be built on the lots and that this be a restriction for bidding. Gosz stated it is zoned R-2, which does not allow for mobile homes. Mayor Deiter suggested the bid requirement be for the purchase of all three (3) lots to one buyer. Angoli stated whoever purchases the lots will be responsible for connection to the City water and sewer.

Sonnabend suggested not recommending the City Council place the three (3) lots for sale before the appraisal is done.

(Approved)

Motion – Zander moved to recommend to City Council CSM #2 for the land along Glenview Avenue/Wolfschmidt. Seconded by Buboltz. Motion carried.

BUILDING INSPECTION REPORT:

A. Property Maintenance Code Violations:

1. 106 S. Main Street:

Angoli reported he should be able to contact the property owner on January 5th.

2. 208/210 Center Street – Update:

Angoli explained the property owner has not complied with the first notice and will be issued a fine.

B. Street Numbers:

1. Corrections:

Angoli reviewed the property address corrections with the Commission. He is suggesting these corrections for emergency service response.

2. Display:

Angoli reported he would like to see all address street numbers be displayed properly on all buildings. He will work on this with the new Public Works Director.

Angoli asked the Commission how to handle properties which are not close to the street, i.e. Holy Family Church. Puskala suggested displaying the addresses on the building and also by the road. Sonnabend agreed suggesting using similar size signs like the Township has. Mayor Deiter suggested that Commission members brainstorm and bring suggestions back to the February meeting.

OLD BUSINESS:

A. Brillion Iron Works Closure - Update:

Welch reported MPG is still in the closing process which will be completed by March 31, 2017. Welch also explained because the City Council expanded the RDA boundaries to include the Brillion Iron Works properties, the RDA will oversee any future development on the site. She reported an Economic Group will tour the site on January 10th.

B. RDA Downtown Redevelopment Project – Update:

Welch reported there is some leadership from local businesses to develop the Main Street Square properties. The concept is to relocate City Hall to the Main Street Square location to include housing along Custer Street. East Central Wisconsin Regional Plan Commission will be doing a housing study. More meetings on this will continue. The next meeting is on January 31st at the Brillion Community Center at 2:00 PM.

NEW BUSINESS:

Buboltz reported Endries International has completely filled their new building.

ADJOURNMENT:

Motion –Sonnabend moved to adjourn the meeting. Seconded by Zander. Motion carried unanimously. The meeting was adjourned at 7:05 pm.

(Approved)

Lori M. Gosz
City Administrator/Clerk-Treasurer