

(Approved)

**PLAN COMMISSION  
Minutes**

**March 6, 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, Alderperson Crystal Fhlug, and Public Works Director Andy Geiger.

**GUESTS:**

Beth Wenzel and RDA Consultant Cheryl Welch.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF THE FEBRUARY 6, 2017 PLAN COMMISSION MEETING:**

**Motion** – Buboltz moved to approve the February 6, 2017 Plan Commission Meeting minutes. Seconded by Sonnabend. Motion carried.

**PARKING ON WEST WATER STREET:**

Beth Wenzel has requested moving no parking on W. Water Street from the south side (current) to the north side. She suggested parking be allowed on the north side from Main Street to the Hardware Plus driveway, then no parking on the north side from the corner of her property to Elm Street.

**Motion** – Sonnabend moved to recommend to City Council to set a Public Hearing date to amend the Municipal Code to restrict parking on the north side of W. Water Street from the east corner of parcel ID #15203 to Elm Street. Seconded by Puskala. Motion carried.

**BUILDING INSPECTION REPORT:**

**A. Property Maintenance Code Violations:**

**1. 106 S. Main Street – Update:**

Angoli reported he will be following up on the property soon.

**2. 208/210 Center Street – Update:**

Angoli reported the property owner at 208/210 Center Street has not responded to any of the letters sent by the City regarding property maintenance. Angoli reported he is working with the City Attorney to see if the City can condemn the garage at 208/210 Center Street and take it down and place the charge on the property tax bill.

**B. Street Numbers:**

**1. Corrections:**

Angoli reported corrections have been made by property owners.

(Approved)

**2. Display:**

No report.

**OLD BUSINESS:**

**A. RDA Downtown Redevelopment Project – Update:**

Welch reported a letter will be sent to the public from the group. She explained the design of the Main Street Square is not defined; however, it has been the intention of the participating business owners that a new City Hall be included in the development.

Property acquisition is the next step in discussions. Welch explained space needs for the City Hall needs to be defined. Gosz stated she has staff working on this.

Welch explained a grant will be applied for this project. The IPR Group will be meeting the potential investors to get the private piece for the project.

**B. Brillion Iron Works Properties:**

**1. Future Use for Redevelopment - Update:**

The Commission reviewed the maps presented by the Calumet County Planning Department. The layout is just for discussion. Access is important to consider for future use of property. Zander voiced concern of road access and future utilities. Access to Farm Equipment was discussed. Sonnabend stated commercial development along the highway makes sense.

**2. Razing of Builders and Removal of Salvageable Materials Permit – Update:**

Angoli reported on a recent walk through with the Fire Department of the Brillion Iron Works property. He explained another inspection is scheduled for the end of March. The property owners are aware of the permit requirements from the City for razing of buildings and removal of salvageable material. They will obtain a permit if it is applicable; however, they hope to sell the property without demolition.

Welch reported there is interested party in the property that is requiring a Phase I & II. However, the DNR has no record of Phase I & II.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

**Motion** – Buboltz moved to adjourn the meeting. Seconded by Zander. Motion carried unanimously. The meeting was adjourned at 6:44 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer