

(Approved)

**PLAN COMMISSION  
Minutes**

**June 5, 2017**

**Brillion City Hall Conference Room**

**6:00 PM**

**CALL TO ORDER:** City Council President Mel Edinger called the meeting to order at 6:00 P.M.

**ROLL CALL:** Present were City Council President Mel Edinger, Lonnie Puskala, Zane Zander, Gerald Sonnabend, Mike Buboltz, and Alderperson Joe Levash. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Building Inspector Mike Angoli, and Public Works Director Andy Geiger.

**GUESTS:**

None.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF THE MAY 1, 2017 PLAN COMMISSION MEETING AND THE MAY 22, 2017 SPECIAL PLAN COMMISSION MEETING:**

**Motion** – Levash moved to approve the May 1, 2017 Plan Commission Meeting minutes and the May 22, 2017 Special Plan Commission Meeting minutes. Seconded by Zander. Motion carried.

**BUILDING INSPECTION REPORT:**

**A. Sign Permit Applications:**

**1. Ariens Company:**

Angoli reported on the sign permit submitted by the Ariens Company for Plant #1 and Plant #3. He reported all signs meet City Code.

**Motion** –Sonnabend moved to approve the Sign Permit submitted by the Ariens Company. Seconded by Zander. Motion carried.

**2. St. Bartholomew Lutheran Church:**

Angoli reported that St. Bartholomew Lutheran Church is removing their present sign and replacing with an automated sign.

**Motion** – Sonnabend moved to approve the sign permit submitted by St. Bartholomew Lutheran Church. Seconded by Puskala. Motion carried.

**B. Review of Building Permit Fee Schedule – Update:**

Angoli reported the Razing of Building Code is being reviewed by the City Attorney. Once that is final, he will then suggest fee changes.

Sonnabend questioned the permit process for projects that last longer than one (1) year. Angoli explained the permit is good for one (1) year then they need to resubmit the application fee. Angoli explained he tries to keep track of how long projects are lasting. Sonnabend stated there is no

(Approved)

penalty for not getting the project done in one (1) year time frame. Puskala asked what other communities do. Angoli stated it varies. He will check on this and bring a suggestion back.

**C. Property Maintenance Code Violations:**

**1. 106 S. Main Street – Update:**

Angoli reported the property owner is starting to work on the property.

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

Angoli reported the property is in foreclosure and will send notice to the bank

**B. Street Numbers:**

**1. Corrections:**

Angoli reported he has completed about ½ of the City to find errors and corrections.

**2. Display:**

Angoli reported notices are being sent as he finds errors. Property owners then have 30 days to comply.

**OLD BUSINESS:**

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

Gosz reported a meeting was held on May 24<sup>th</sup> with potential investors to discuss the next action to be taken by the group. She reported Denny Lamers from the IPR Group and Bob Endries have offered to meet with the current owner of 205 N. Main Street.

Gosz reported Bob Endries organized a meeting with representatives from WHEDA to discuss the housing piece and what programs WHEDA could offer.

Gosz reported the next public meeting for the RDA Downtown Redevelopment Project will be held on June 22<sup>nd</sup>.

**B. Brillion Iron Works Properties:**

Gosz reported she and Cheryl Welch met with the Calumet County Planner and the Calumet County Economic Development Director to develop a list of grant opportunities for the Economic Group to review at their next meeting, which will be held on June 27<sup>th</sup>. Gosz reported Welch received a call from the Realtor who informed her that it appears American Axle is willing to pay for the Phase I and Phase II studies of the property. Also there is someone from out of the State interested in the property for redevelopment.

**1. Razing of Buildings and Removal of Salvageable Materials Permit – Update:**

Angoli reported he received a Demolition Permit application for the removal of the dust collectors. However, the City Attorney has advised the permit doesn't comply with our current Code because they are salvaging the material. Angoli stated any removal of building in the City requires a permit. Attorney King explained because the dust collectors, which equipment is encased by the structure, it is part of the equipment which they are salvaging and our Code does not define salvaging. Edinger stated there is nothing that can be done with the permit.

**C. Wes Kempen Property on W. Ryan Street – Update:**

Geiger reported he is working on the property owner and has until June 15<sup>th</sup> to complete.

(Approved)

**NEW BUSINESS:**

**A. Ordinances:**

**1. Sec 14-127 – Razing of Buildings:**

No action at this time.

**2. Sec 14 – 128 – Salvage and Non-Structural Demolition:**

No action at this time.

**Other:**

Collins State Bank is working on an ATM Sign.

Buboltz suggested looking at residential subdivision. This should be looked at. Edinger suggested this be a future agenda item.

**ADJOURNMENT:**

**Motion** –Levash 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