

(Approved)

**PLAN COMMISSION
Minutes**

November 5, 2018

Brillion City Hall

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, Al Ebert, Zane Zander, Gerald Sonnabend, Mike Buboltz, and Alderperson Joe Levash. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Paul Birschbach. Absent were Lonnie Puskala and Public Works Director Andy Geiger.

GUESTS:

Fire Chief Joe Diener, Assistant Fire Chief Eric Burch, Tim and Lori Bastian, and Lowell and Jane Behnke.

APPROVAL OF THE AGENDA:

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

APPROVAL OF THE SEPTEMBER 4, 2018 PLAN COMMISSION MEETING:

Motion – Zander moved to approve the September 4, 2018 Plan Commission Meeting minutes. Seconded Levash. Motion carried.

CONDITIONAL USE PERMIT – 128 E. RYAN STREET:

Gosz explained that Tim Bastian has applied for a Conditional Use Permit for the property at 128 E. Ryan Street. The property is zoned C-2 Commercial Highway District. Bastian is purchasing the property and intends to build three (3) mini warehouse buildings. The Commercial Code does not allow for this use; Industrial District Code only allows for mini warehouses. Gosz explained Geiger has recommended amending the Municipal Code for Conditional Uses in Commercial Districts to allow for this use and to approve the Conditional Use Permit for 128 E. Ryan Street.

Motion – Sonnabend moved to approve the Conditional Use Permit contingent on the amendment to the Code for Conditional Uses in Commercial Districts. Seconded by Levash.

Sonnabend agreed to this use in Commercial Districts. There is a demand for storage units. Levash stated he felt this would fit on the property well. Birschbach stated if handled as a Conditional Use it allows for review by the Plan Commission. Levash stated to make sure all are applied through Conditional Use Permit.

Call vote. Motion carried.

ZONING CODE AMENDMENTS – CONDITIONAL USE IN COMMERCIAL DISTRICTS:

Motion – Sonnabend moved to recommend to City Council to amend the City Code for Conditional Uses in Commercial Districts to allow for self-service storage facilities (mini warehouses). Seconded by Levash. Call vote. Motion carried unanimously.

ORDINANCE – KNOX BOX REQUIREMENT FOR COMMERCIAL BUILDINGS:

(Approved)

Fire Chief Diener explained the Knox Box System. He explained it is a secured box that is installed on the exterior of the structure to aid the Fire Department to enter the building in an emergency. He explained how the System is keyed and code secured; only Fire Department Officers will have access to the System.

Diener explained a recent call where two (2) trucks waited 45 minutes on site for a building key holder. He explained the cost is \$300 - \$500 per box. This is charged to the property owner. Diener is the only one to purchase the boxes.

Mayor Deiter asked if the Police Department could use it. Diener stated no. Zander suggested commercial and industrial buildings be required to install them. Diener explained the Ariens Company already has them; he will be looking to have Endries and Professional Painting install them also.

Motion – Buboltz moved to recommend to City Council the adoption of the proposed ordinance for Knox Box requirements. Seconded by Zander.

Mayor Deiter questioned if the Fire Department Officers will be bonded. Gosz stated the City has a Public Officials Bond insurance that may cover this.

Call vote. Motion carried.

MURPHY DEVELOPMENT ADDITION – DEVELOPER’S AGREEMENT FOR DEVELOPMENT INCENTIVE REQUEST – TIF #3:

Gosz explained under the current Developer’s Agreement with Murphy the Developer is obligated to pay the City an annual assessment of \$16,411.00 for the City improvements to his property. She stated Murphy has proposed to develop the remainder of his property with a Pay-Go Developers Incentive of 60% of the increment generated. Gosz stated she reviewed this with Phil Cossen, Ehlers, who advised that as long as the City is able to pay the debt and there is a positive cash flow a Pay-Go incentive won’t have a negative impact on the TID. Gosz proposed the Pay-Go Incentive be based on 60% of any surplus increment generated by the development after City debt service is paid.

Motion – Sonnabend moved to recommend to City Council to proceed with the Development Agreement with Shane Murphy for TIF #3 as proposed by Gosz. Seconded by Ebert. Call vote. Motion carried.

ANNEXATION – CITY PROPERTY – PARCEL ID#1804 AND #1809:

Gosz explained the Ariens Company has hired Ayres to work on the development of a road to access Ariens Plant #4 from USH 10. The next step in the proposed development is to annex into the City the parcels that are currently in the Town of Brillion. Once annexed, the City will then need to amend the TID Boundaries so that any expenditures for infrastructure are TIF eligible.

Motion – Sonnabend moved to recommend to City Council to proceed with Direct Annexation of parcels ID #1804 and #1809. Seconded by Levash. Call vote. Motion carried.

REDEDICATE PARK AVENUE:

Gosz explained the Ariens Company has requested that the portion of Park Avenue that was deeded to the Brillion Iron Works in 2006 be rededicated as a public street.

(Approved)

Motion – Zander moved to recommend to City Council to proceed with dedicating the portion of Park Avenue back to the City of Brillion as a public street. Seconded by Sonnabend. Call vote. Motion carried.

RESIDENTIAL DEVELOPMENT – CONSIDER AREAS FOR FUTURE DEVELOPMENT:

Mayor Deiter reported he contacted a residential developer on the Steinfest property. Levash stated if developed they would need to turn it over in five (5) years and that maybe developing twenty (20) lots would be more feasible.

Discussion followed.

Mayor Deiter stated residential lots in the former Brillion Iron Works property may be more obtainable.

BUILDING INSPECTOR REPORT:

No report.

OLD BUSINESS:

A. Pagel Avenue - Update:

Gosz gave a brief update.

NEW BUSINESS:

Mayor Deiter reported the Calumet County Plan Commission is considering zoning for 400 sq. ft. tiny homes and box shipping containers for storage. Birschbach stated Chilton has an ordinance on this.

ADJOURNMENT:

The meeting was adjourned at 6:55 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer