

**Village of Brooklyn
Planning & Zoning Commission
June 11, 2025**

The Planning and Zoning Commission Meeting was called to order on June 11, 2025, by Mike Brusberg at 6:02 p.m. at the Village Hall. Commission members present were Christian Allen, Janeen Podgorski, Scott Meier, and Mike Brusberg. Members absent: Dale Arndt, Jacob Bachim. Also present were Maxwell & Jaime Gartzke and Deputy Clerk-Treasurer Vicki Olson.

Public Comments - none

Meeting Minutes - Meier made a motion to send the minutes from January 21, 2025, and February 24, 2025, to the Village Board for approval. Podgorski seconded. Discussion. Vote taken; motion carried.

104 Hotel St. – Business/Residential – Maxwell & Jaime Gartzke

Gartzke provided an overview of his plans for a business at 104 Hotel St. #1 which would be making potato chips and providing wholesale and small retail space. For the long-term plan, once the business outgrows the space would be to find another small business that would fit in with the area and provide value to the community. He would keep the residential rental on the back ½ of the building. Property is currently zoned BG - General Business District. Discussion about which area this type of business would fit into under the permitted uses in the general business categories (retail/bakery). Discussion about the timeline of construction, architect, signage, manufacturing/USDA Inspections, sewer system, grease traps, HVAC/ventilation system, fire suppression, fire walls, construction, electrical, plumbing, water consumption, trash placement, shipping/receiving, small business loans, funding/grants, and some other safety concerns. Discussion about dwelling/lodging (reference page 4) living area is to be on the upper level and the lower-level business. But since this dwelling is a side-by-side unit (like a duplex but they share a wall in the middle of the building) and no upper levels, we might need to look at this closer with maybe a CUP, or can a wording change be made to the ordinance. The committee doesn't see any problems and is looking further into making this situation work with a CUP. Gartzke - Next step is to have an architect look at getting a floor plan layout and the extent of construction needed. Once he has everything ready for review, he will call the clerk's office to be added to a Planning and Zoning Meeting.

Flood Plan Ordinance – Discussion about draft ordinance being designed to meet requirements, questioning of ramifications of leaving or removing them, is there a cost to join the community rating system (no monetary cost to join). Currently, the committee doesn't have enough information/understanding of the ordinance to decide. The committee is requesting someone from the DNR to appear in person or via Zoom to help answer questions and provide a clearer understanding of what this ordinance means. Also, check with the League of Municipalities to see if they have any guidance. Review of timeline to complete. **Allen made a motion to postpone the next meeting, with some type of review provided by the DNR directly or the League of Municipalities. Meier seconded. Discussion. Vote taken; motion carried.**

Vacant Citizen Committee Position – Discussion. Allen said he would talk to Bruner. Others said they would think about it and bring back suggestions for the next meeting if needed.

The next meeting date will be Wednesday, July 9th @ 6 p.m.

Allen made a motion at 6:54 p.m. to adjourn. Podgorski seconded. Discussion. Vote taken; motion carried.

Vicki Olson, WCMC, CMTW
Deputy Clerk-Treasurer