

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, JANUARY 24, 2017

Chairman Mike Jackson called the meeting to order at 6:00 p.m.

Present: Members: Bob David, Kara Fachting, Heather Grace, Jan Hasty, Mike Jackson, June Longstreet, Lisa Saurer, and Dan Weiler.

Absent: Shirley McClenahen

Others officers in attendance: City Clerk/Treasurer John Dantzer

All stood for the Pledge of Allegiance.

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**MOTION BY JACKSON, SECOND BY DAVID, TO APPROVE THE MINUTES FROM THE REGULAR MEETING HELD TUESDAY, DECEMBER 13, 2016**

**Motion carried**

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Alfredo Garcia of Topsy Bear Bistro presented a sign permit variance application to replace two signs on his building. It was noted that a variance was needed because they were larger than what is allowed in that district. Mr. Garcia noted that the signs that are up now were already granted a variance and that the new signs would be the exact same size but would be a much nicer looking. He noted that it did include Victorian elements to the sign. He also noted that he would like to add lights to shine on one of the signs and asked if he needed to get that approved now as well. Member Jackson noted that he could just apply with zoning administrator Kelli Collins for that. Mr. Garcia further noted that he would be removing the canopy sign that says liquor.

**MOTION BY GRACE, SECOND BY HASTY, TO APPROVE THE SIGNS AS PRESENTED AND ALLOW THE SIGNS TO BE LARGER THAN ALLOWED IN THAT DISTRICT**

**Motion carried**

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The Planning Commission reviewed sections of the Master Plan and make updates.

Discussion was held on the need to update the statistical data with new numbers in several sections.

Discussion was held on the changes needed to the existing land use map which does not include the new multi-use district and the expanded office district.

Member Jackson noted the need to possibly conduct a new community input survey and what was to be included in the new survey was discussed.

Discussion of current DDA objectives and actions were discussed. Manager Grace noted the DDA is looking into selling the mobile stage. It was the consensus of the Planning Commission to recommend to the DDA to look into keeping the stage or finding out how much they would want to sell it for so it would be available for future City events.

Updating the Wellhead Protection Program was discussed.

Areas of potential environmental contamination were discussed.

Areas of potential erosion sites were discussed.

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Member David asked about the lot in the industrial park and Manager Grace noted that there has been some discussion and a purchase agreement is expected.

Manager Grace welcomed Lisa Saurer to the Planning Commission and noted that she will be attending a MML housing conference and invited members to get with her if they would have anything they would like her to share at that conference.

Chairman Jackson noted that several sidewalks were extremely slippery recently due to the storms.

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Chairman Jackson adjourned the meeting at 6:58 p.m.