

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBER OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, APRIL 26, 2016.

Vice-Chairman Mike Jackson called the meeting to order at 6:08 p.m.

Present: Members: Heather Grace, Jan Hasty, Mike Jackson, Shirley McClenahen, and Dan Weiler.

Absent: Bob David, Kara Faching, June Longstreet, and Tim Schaiberger

Others officers in attendance: None

All stood for the Pledge of Allegiance.

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**MOTION BY WEILER, SECOND BY SCHAIBERGER, TO APPROVE THE MINUTES FROM THE REGULAR MEETING HELD APRIL 12, 2016.**

**Motion carried**

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Manager Grace submitted initial study plans from LTK Builders to build a business at the property formerly known as Little Reds Party Store. Manager Grace further noted that it was not a formal submitted plan but the owner wanted to get an idea if his plan would work before an offer was made on the land.

Vice Chairman Jackson noted concerns over the North property lines and the fact that the access drive is not a public street.

Manager Grace noted that developer would have to get permission from City Council to get permission to use the drive.

Vice Chairman asked the process of changing the drive to a local road.

Member Hasty questioned as to why the developer would want to use that drive instead of their own drive. It was noted that there were traffic issues when the former business was in operation when turning onto Houghton Ave, especially left turns, because of the location of the access and the traffic light.

Member McClenahen noted concerns if the increased traffic on Cemetery drive would cause issues to the State Police. Manager Grace noted that she would reach out to them to get their opinion on the issue.

Concerns were raised with the landscaping and the sidewalk work that was put in not too long ago.

Vice Chairman Jackson noted that he did not see any issues with the plan as it met the requirements for number of standard parking spots and handicap parking spots. He did note there was one concern of 3' on one of the setbacks but that he didn't see that as a big issue.

It was the consensus of the board that in the name of development and improvement of the City but that they would have to do it based on the City's terms in regards to the road.

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A sign permit for the Historical Society was issued and it was noted that the sign is larger than allowed in the Central Downtown District.

**MOTION BY JACKSON, SECOND BY GRACE, TO APPROVE THE SIGN REQUEST FOR THE HISTORICAL SOCIETY.**

**Motion carried**

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Manager Grace noted that the next meeting will be the joint quarterly meeting with City Council. She further noted that they will have some presentations from water/sewer companies which will be needed to finalize the Capital Improvement Plan.

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Member Weiler asked about the new Power sports building on the corner of Second and Wright St. and noted that because one side of the building is finished would that fall under the current blight ordinance. Manager Grace did note that it would be in violation. There were questions raised if the business was in operation yet.

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Meeting was adjourned at 6:40 p.m.