- AGENDA -

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION TO BE HELD IN PERSON AND VIRTUALLY AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON TUESDAY, MAY 11, 2021, BEGINNING AT 6:00 PM

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance.
- IV. Public Hearings
- V. Additions to the Agenda
- VI. Public Comment Agenda Items Only 3 Minute Limit (general rule)
- VII. Approval of Minutes from April 13 and April 27, 2021
- VIII. Site Plan review
 - A. MidMIchigan Wound Care Facility amendment
- IX. Sign Permit
- X. Unfinished Business
- XI. New Business
- XII. Communications
- XIII. Reports and/or comments
 - A. Chairperson Report
 - B. Member reports
- XIV. Public Comment Any Topic 3 Minute Limit (general rule)
- XV. Adjournment

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD VIRTUALLY AND IN PERSON IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, APRIL 13, 2021.

Chairperson Cori Lucynski called the meeting to order at 6:06 p.m.

Present: Bob David, Yvonne DeRoso, Mike Jackson (West Branch, COVID), Cori Lucynski, Tiffany Schmieder-Kups, and Rusty Showalter

Absent: Kara Fachting

Others officers in attendance: City Manager John Dantzer.

All stood for the Pledge of Allegiance.

It was noted the minutes from the March 9 meeting were not included in the packet.

MOTION BY DAVID, SECOND BY SCHOWALTER, TO APPROVE THE MINUTES FROM THE REGULAR MEETING AND WORK SESSION BOTH HELD MARCH 23, 2021.

Motion carried

The Commission reviewed a site plan submitted by MidMlchigan Health for a wound care facility. It was noted that zoning administrator/city manager, John Dantzer recommended approval.

MOTION BY SHOWALTER, SECOND BY JACKSON, TO APPROVE THE SITE PLAN FOR MIDMICHIGAN HEALTH AS SUBMITTED.

Motion carried

The Commission reviewed the Masterplan. It was the consensus of the Commission to make the following notes on updates to the Masterplan.

- 1. Make updates to the current board members
- 2. Make the following changes to the Masterplan implementation strategies timeframes:
 - Change 2.1 from short to ongoing
 - Change 2.3 from short to ongoing
 - Change 2.4 from medium to short
 - Change 2.5 from short to completed
 - Change 3.8 from short to ongoing
 - Change 3.9 from short to ongoing

- Change 3.13 from short to completed
- Change 3.14 from long to short
- Change 3.15 from long to short
- Change 3.17 from long to short
- Change 3.18 from long to short
- Change 3.20 from short to completed
- Change 4.2 from short to completed
- Change 4.6 from short to completed
- Change 5.2 from medium to short
- Change 5.3 from medium to ongoing
- Change 5.5 from short to completed

MOTION BY JACKSOIN, SECOND BY SHOWALTER, TO EXCUSE MEMBER FACHTING FROM THE MARCH 23 MEETING.

Motion carried

Member David noted concern for the large item pickup policy.

Member DeRoso noted the gas station at the 214 exit was close to being completed.

Member Schmieder-Kups noted she would be submitting a letter of resignation due to her having to move out of the City.

Chairperson Lucynski reminded everyone of the training on March 27th at 6:00 pm

Meeting was adjourned at 7:03 pm

WORK SESSION OF THE WEST BRANCH PLANNING COMMISSION HELD VIRTUALLY AND IN PERSON IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, APRIL 27, 2021.

Chairperson Cori Lucynski called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Mike Jackson, Cori Lucynski, Tiffany Schmieder-Kups, and Rusty Showalter

Absent: Kara Fachting

Others officers in attendance: City Manager John Dantzer.

Amy Vansen of the Michigan Association of Planners gave a presentation on Planning and Zoning essentials.

Meeting was adjourned by Chairperson Lucynski at 7:40 pm



121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail <u>citymanager@westbranch.com</u>
The City of West Branch is an equal opportunity provider, employer, and lender

ZONING AND USE PERMIT APPLICATION

Applicant: Contractor / Homeowner
Property Owner: MidMichigan Medical Center - West Branch
Mailing address: 2463 South M-30, West Branch, MI 48661
Phone Number: 989-345-3660 Property ID #_052-630-046-00
Project Address: 2375 South M-30, West Branch, MI (Corner of Hansen Road & M-30)
Contractor Name: Three Rivers Corporation
Contractor Address: 3069 Vantage Point Drive, P.O. Box 1467, Midland, MI 48641-1467
Contractor Phone: 989-631-9726
Use Health and Services Building (Wound Care Facility)
Type of Improvement Residence/Building
Dimensions: (skip this section if it is just a use permit)
Length 91'-0" Width 50'-0" Height 15'-0"
Setbacks:
Front 79.6 Feet Rear 62.5 Feet Sides 85.0 Feet
Applicant Signature: Date: <u>5-7-2021</u>
(See reverse for site plan sketch area)

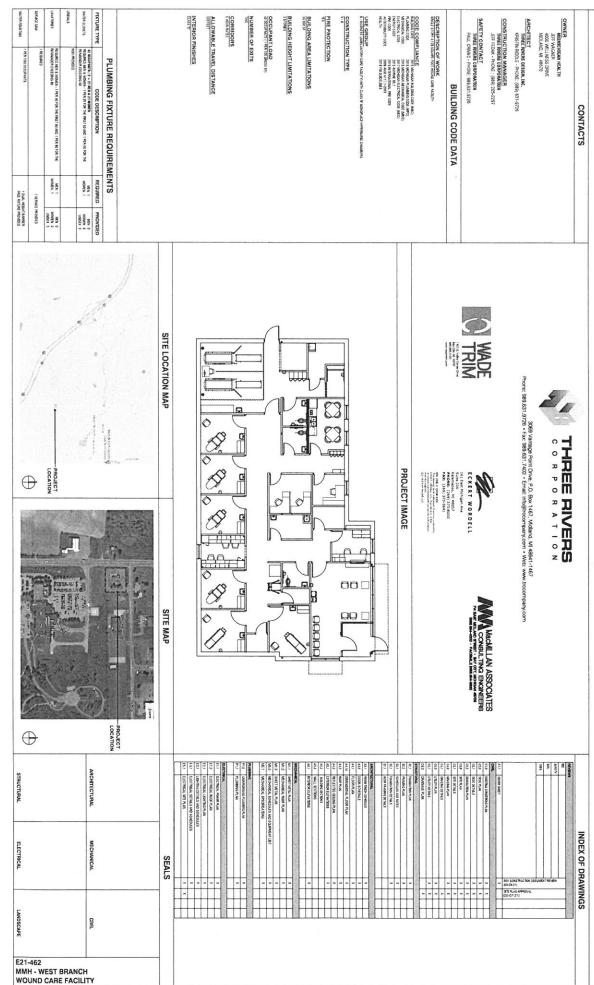
Please see the attached
Please include: Roads, sidewalks, setbacks and distance from current structures.
**Applicant is required to contact Miss Dig at 811
Staff Action: Date Approved Denied Signature
Permit No
Application fee (\$25.00 for residential, \$50 for commercial) - PAID NOT PAID

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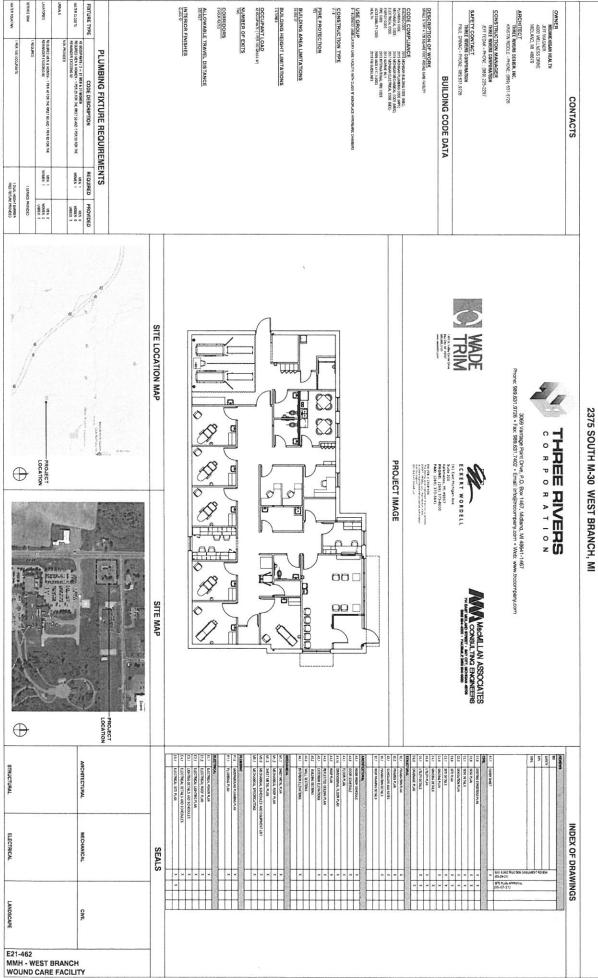
MidMichigan Medical Center - West Branch - Wound Care Facility

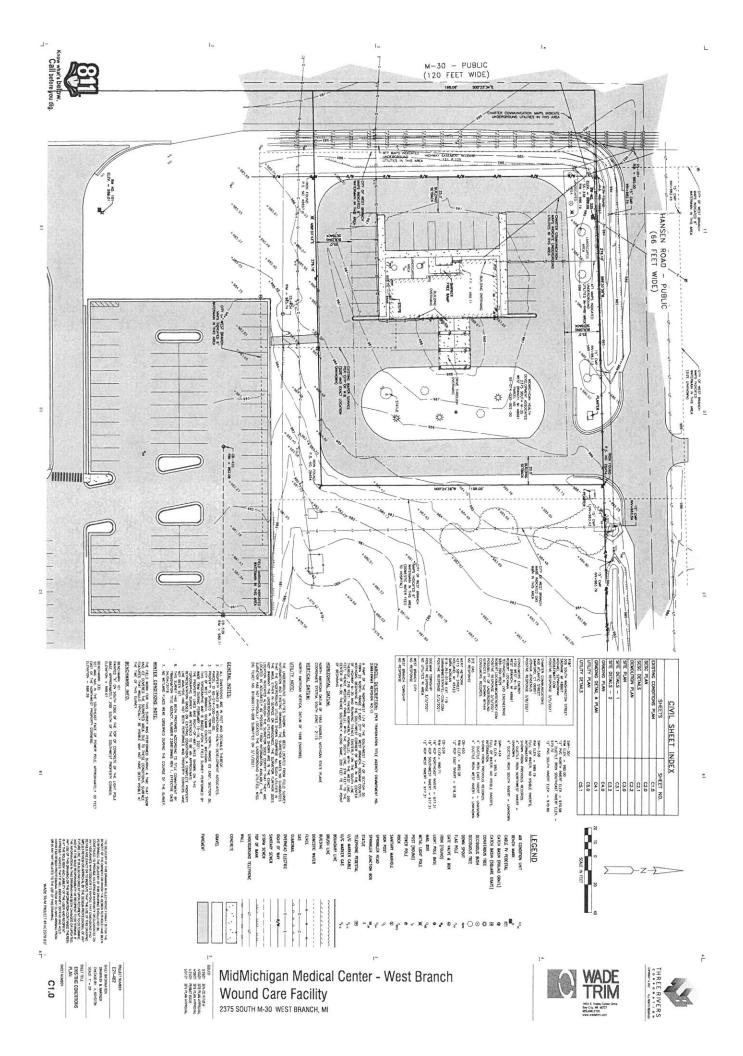
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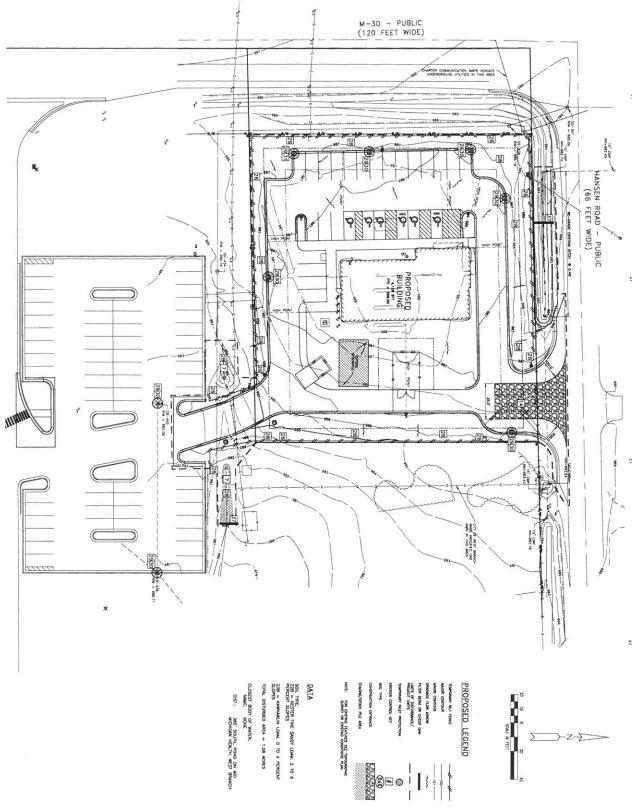
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MidMichigan Medical Center - West Branch - Wound Care Facility









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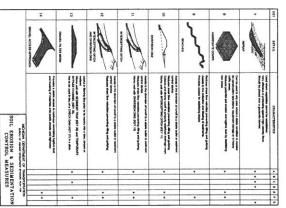




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MidMichigan Medical Center - West Branch Wound Care Facility

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SOIL EROSION & SEDIMENTATION CONTROL NOTES

SOIL EROSION AND SEDIMENTATION CONTROL MEASURES (COMPERSIONING BY A SEDIMENTATION CONTROL MANUAL)

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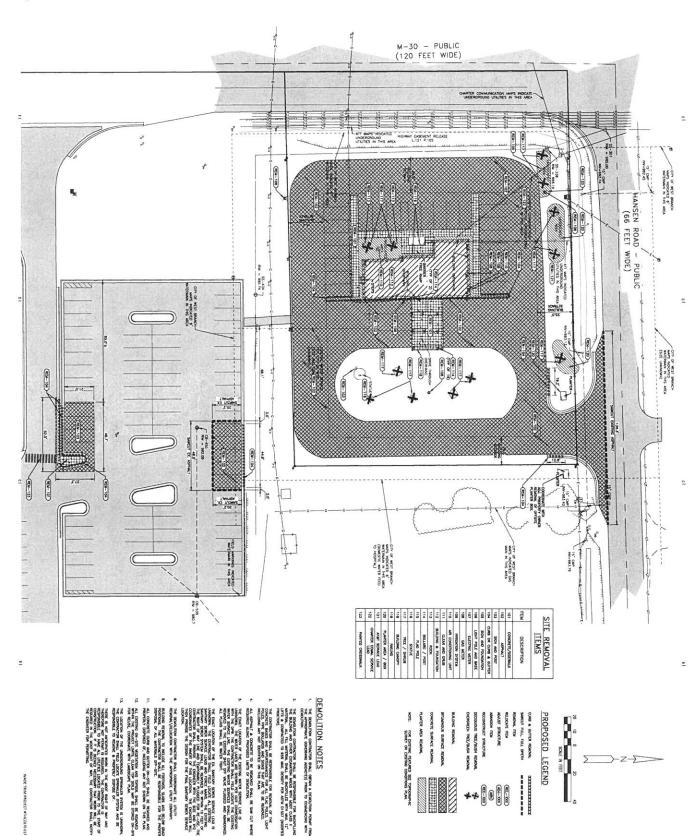
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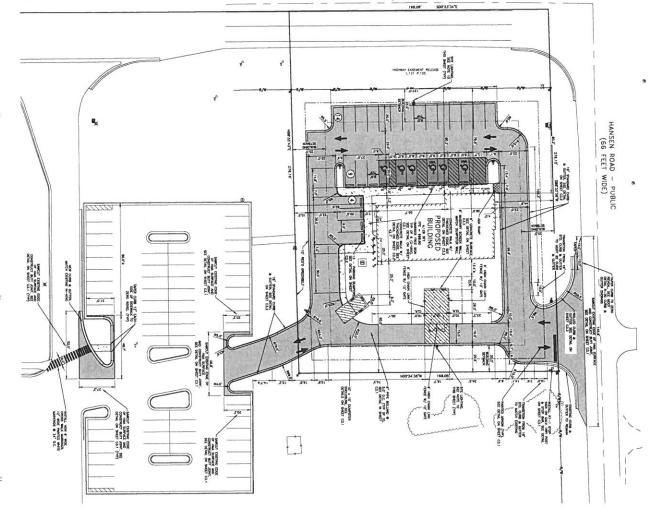
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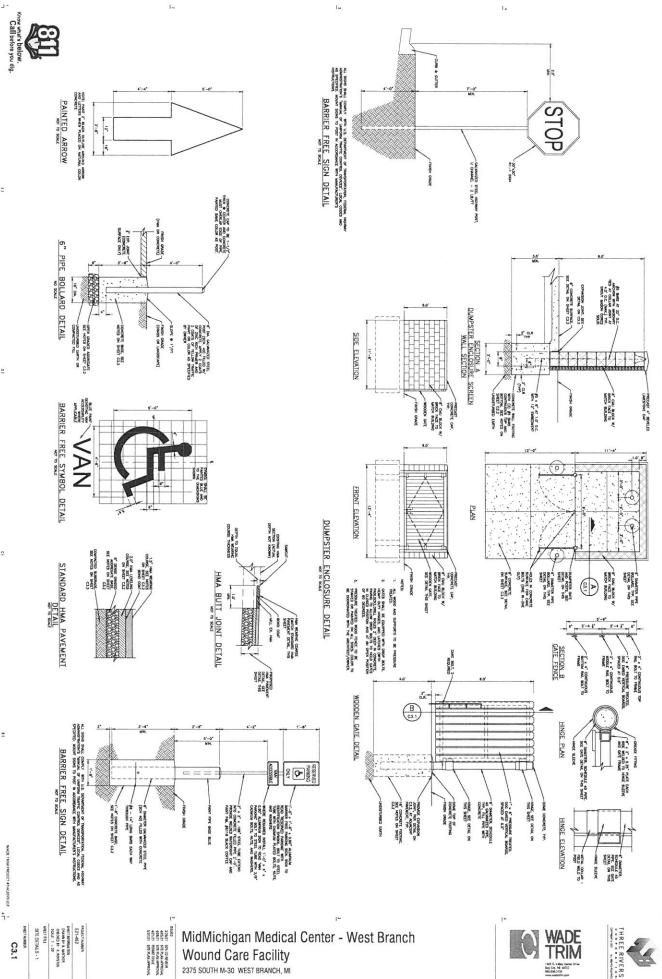
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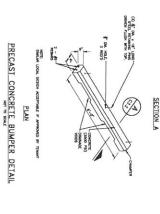




Wound Care Facility 2375 SOUTH M-30 WEST BRANCH, MI



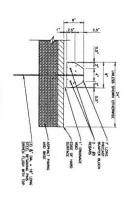


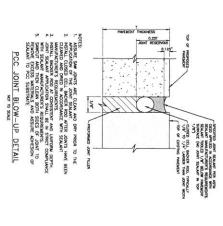


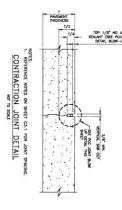
CURB & GUTTER DETAIL

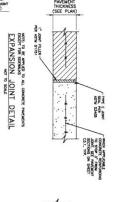
18" STANDARD
CURB & GUTTER DETAIL

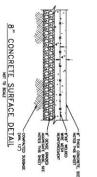
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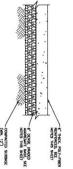


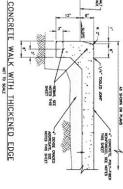


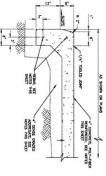


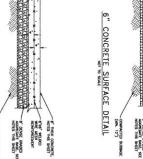












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- THE CONTRACTOR SHALL PROVIDE CONTRACTION JOINTS (SAW CUTS OR TOOLED) EQUALLY SPACED AS IDENTIFIED IN NOTE 4 THIS SHEET.
- WHERE THE DRAWAGE FLOWS AWAY FROM THE CURB AND GUTTER THE CONTRACTION ADDITY THE CURB AND GUTTER DETAIL TO SLOPE AWAY FROM THE CURB FACE 1" PER FOOT.
- THE CONTRACTOR SHALL NOT GRADE SITE SO THAT STORM WATER FLOWS TOWARDS OR AGAINST STRUGHT CURB OR THICKENED EDGE SIDEWALK.
- 5. PLACE 1" FIBER JOINT FILLER AT SPRING POINTS IF CURB RETURNS (AND INTERSECTION STREETS). PLACE 1" FIBER JOINT FILLER AT 400" MAXIMUM INTERVALS.
- PUACE 1" FIBER JOINT FILLER IN ADJACENT CONTRACTION JOINTS EACH SIDE OF CATCH BASINS. PLACE CONTRACTION JOINTS AT 40' MAXIMUM INTERVALS (NO SAW CUT JOINTS ALLOWED).
- THE LEVELING AND WEARING COURSE SHALL BE DONE IN TWO LIFTS OF MODIT 4E1 OR APPROVED EQUAL (13M LYSP).
- THE ASPHALT BINDER SHALL BE PG 58-28. DENSE GRADED AGGREGATE - MOOT 21AA CRUSHED LINESTONE OPEN GRADED AGGREGATE - NDOT 6A OR AASHTO \$57 GRANULAR MATERIAL - MOOT CLASS II SAND COMPACTOR ON USE EXISTING CRUSHED SITE CONCRETE/ASPAUL AS AGGREGATE BASE MATERIAL CONTRACTOR SHALL INCREASE BASE THICKNESS BY 25%.

MOTES THIS SHEET NOTES THE

CATCH BASIN AND MANHOLE CASTINGS REQUIRE A BOXOUT OR ISOLATIO TO ALLOW FOR VERTICAL AND HORIZONTAL SLAB MOYEMENT.

A. MAXIMUM SLAB SIZE = 2 X SLAB THICKNESS (INCHES TO FEET).

I.E.: 2 X 6 INCHES = 12 FEET - 15 FEET IS ABSOLUTE MAX.

RECOMMENDED MAXIMUM JOHT SPACING (SMALLER IS BETTER)

- CONTRACTOR SHALL PROMOE ISOLATION/EXPANSION JOINTS BETWEEN SLABS OR AT STRUCTURES. SANCUT JOINTS SHALL BE CONTINUOUS ACROSS THE SLAB AND SHALL MATCH LOCATION OF JOINTS ON ABUTTING CONCRETE SLABS.
- THE CONTRACTOR SHALL PROVIDE CONSTRUCTION JOINTS AT EDGE OF POURS OR FORM LINES.
- 2. ALL POLY FIBER REINFORCED CONCRETE SHALL HAVE A MIX RATIO OF 1.5 LBS OF POLY FIBER PER 1.0 CYO OF CONCRETE. BEGIN SAW CUTS AFTER THE CONCRETE HAS HARDENED ENOUGH TO PERMIT SAWING WITH OUT RAVELING OR MOVING AGGREGATES. ALL CONCRETE SHALL BE 4500 PSI CONCRETE MX UNLESS OTHERWISE NOTED. THE CONTRACTOR MUST PREPARE A JOINTING PLAN AND SUBMIT TO ENGINEER AS A SHOP DRAWING FOR APPROVAL PRIOR TO PLACEMENT CONCRETE. F CRACKS DEVELOP AVEAU OF A SAW, STOP SAWING THAT JOHT, LATER USE CRACK SAWS TO FORM JOHN SEALANT RESERVOIRS ALDING THE CRACK LAVE. WADE TRIM



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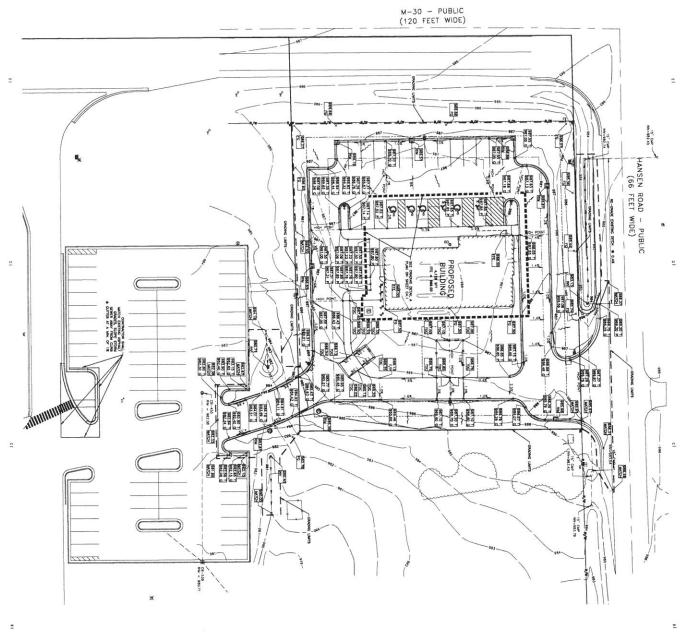
ACRES SITE PLAN APPROAL

MidMichigan Medical Center - West Branch Wound Care Facility 2375 SOUTH M-30 WEST BRANCH, MI

WADE TRIM PROJECT #THC2070.015

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ANY SUB-CHART WATERING REQUIRED TO ACHEVE REQUIRED DENSITY SHALL CONSIDERED INCIDENTAL TO THE JOB. SIB-CRUIT INDENDITING SWAL BE PERFORNED WHOSE RECESSARY AND THE DECIMAND MATERIAL SWALL BECOME THE PROPERTY OF THE COMPRISED IN THE SERVICE AND ASSECUMENTATION SWALL BE BLOOGILED AS RECOMMENDED IN THE CENTERORIES AND THE PROJECT. SIB—GRACE MACRICATIVAS, ANCLUSAS BACASTLANS SHALL ISE PREPIORADI TO REPLACE MATERIALS SISCEPTINS ET DI RICERI FARMA NO LINERIALA CONTINCAS, ANY DIARRAMANIAS THAN MAY BE REQUIRED BOLDER THE TOPROX IN PILL MACAS DE BOLDER DIA—GRACE BI CUI MECAS BILL DE CLASSICO AS TUB—GRACE (DEBROCATIVINO). HE COMPACTE BELL STATEM.

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WE COMPAC ALL SIDE SLOPES THAT EXCEED 1 ON 8 SLOPE MUST BE STABILIZED BY SCOONED ON MY PLACENG A MALCH BLANKET PEGRED IN PLACE IN ACCONDANCE WITH THE MANUFACTURES SPECIFICATIONS ONCE SEED. REFER TO THE SOIL EROSION CONTROL FLAN AND SOIL ENGISION CONTROL DETAILS FOR SOIL EROSION AND SECUNDIFIATION CONTROL MEASURES AND NOTES. ALL SOR, DORSON AND SERVICIANDS CONTING, MASARISE SHALL, METT HE REQUIREDATE OF THE AMPORATION FILLER, ALL-DOYS HAVING ASSESSION CONTING MASSES OF SERVICIAND FIRST HE APPROVADE ASSESSION FROM THE APPROVADE ASSESSION FRO ALL GRADES SHOWN ARE TO FINISH CHARE OR TO MATCH DISTING AT THE CRADING LIMITS AS SHOWN. THE CONTRACTOR TO FIELD WERFY ALL DOSTING TREES AND BRUSH AND REMOVE ALL THAT ARE RECESSAMY TO GRACE THE SITE, RETURN TO THE COMOUTION PLAN INCLUDED IN THIS SET. THE FIRM, SHE-CHARLY COSTINE ACCRECATE MAY SMOULD BE THOROUGHEY DROOT-ROLLED SHEEN A FLALLY LINEAR THOROUGH ACL, THOROUGH THE ORDER THE ORDER AND HE A GETTLE-MACL, FRANCIANT EVALUED, LOCKE OR TRIZLED LANGE SHE CHARLY BE ACCESSED STREET, SHE LITERATURED USER OF DEPARTS OF RESPONDE AND REPLACED SHEEN DEPARTS OF LANGE SHEEN AND LANGE SHEEN SHEEN AND LANGE SHEEN SHEEN AND LANGE SHEEN S IN-SITE FILL CAN BE USED OF THE SPECIFIED COMPACTION RECUREMENTS CAN BE ACHEMED. IF IN-SITE SOIL IS USED IT SHOULD BE CLEAN AND FREE OF PROJEN SOIL, ORGANICS, OR OTHER DELITEROUS WATERALS. ALL DISTURBED AREAS SHALL BE SEEDED AND MALCHED OR SCOOLD IN ACCORDANCE WITH THE LANGELARE BY AND HE WOULDES OF STORES, NOTED ON THE LANGELARE BY AND A STORES WITH THE SEE AREAS UNLESS OTHERWISE, NOTED ON THE LANGELARE BY AND A STORES AREAS UNLESS OTHERWISE, NOTED ON THE LANGELARE BY AND A STORES AREAS UNLESS OTHERWISE, NOTED ON THE LANGELARE BY AND A STORES AREAS UNLESS OTHERWISE, NOTED ON THE LANGELARE BY AND A STORES AREAS UNLESS OTHERWISE, NOTED ON THE LANGELARE BY AND A STORES AREAS UNLESS OTHERWISE, NOTED ON THE LANGELARE BY AND A STORES AREAS UNLESS OTHERWISE, NOTED ON THE LANGELARE BY AND A STORES. THE STAGING OF CONSTRUCTION ACTIVITIES SMALL DOCUM ONLY WITHIN THE STIT BOLHOWERS. ANY CONSTRUCTION ACTIVITIES OUTSIDE THE STIT BOUNDAMES SHALL BE AT THE SOLE RESPONSIBILITY AND RESIS OF THE CONTRACTOR.

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EMET NAMES

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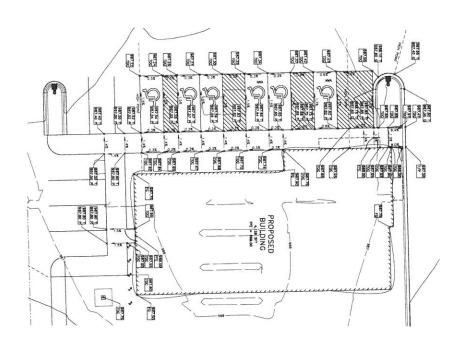
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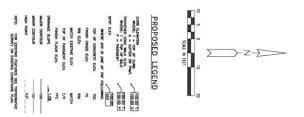
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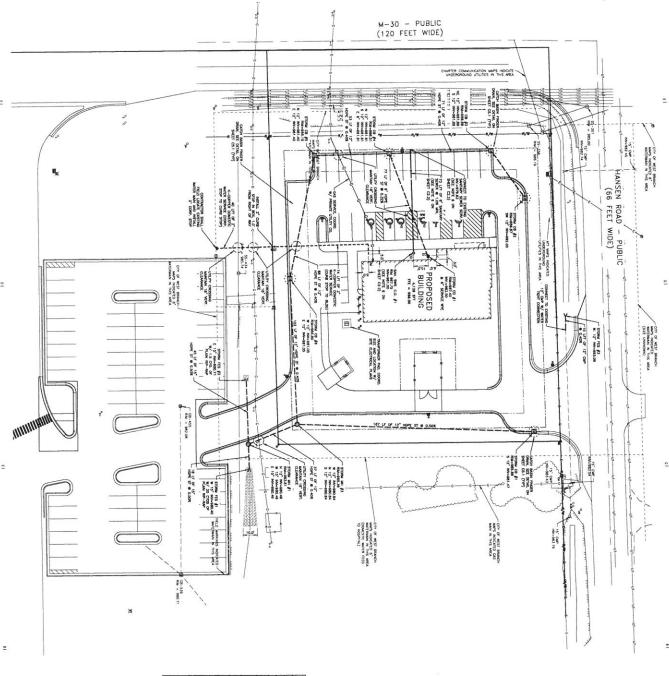
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STONM C8 #2	4	986.67	SW 12" 982.05	348095.24	19715650.07
STORM CH #3	ě,	956.55	NE 12" 981.89 S 12" 981.89	348074.57	19716646.85
SLOWN CB 14	6,	988.51	N 12" 981.81 S 12" 981.81	346003.59	19715848.43
STORM CS (S	ě,	988.19	N 12" 981.40 E 12" 981.40	345950.81	19718849.78
STORM CB #6	ě,	986.80	W 12" 981.05	345932.90	19716736.24
STORM FES #1		962.20	W 15" 980.40	345903.82	27.69881.681
STONE PES #2		982.52	E 15" 980.71	345902.09	19770881701
STORM FES AS	Ť	984.48		348126.48	19716762.93
STORM WH #1	8	983.61	N 12" 980.49 W 15" 980.49 E 15" 880.49	345003.33	19718852.11
STORN MH \$2	ě,	985.36	W 12" 980.64 S 12" 980.64 N 12" 980.64	345937.48	167.002001.281

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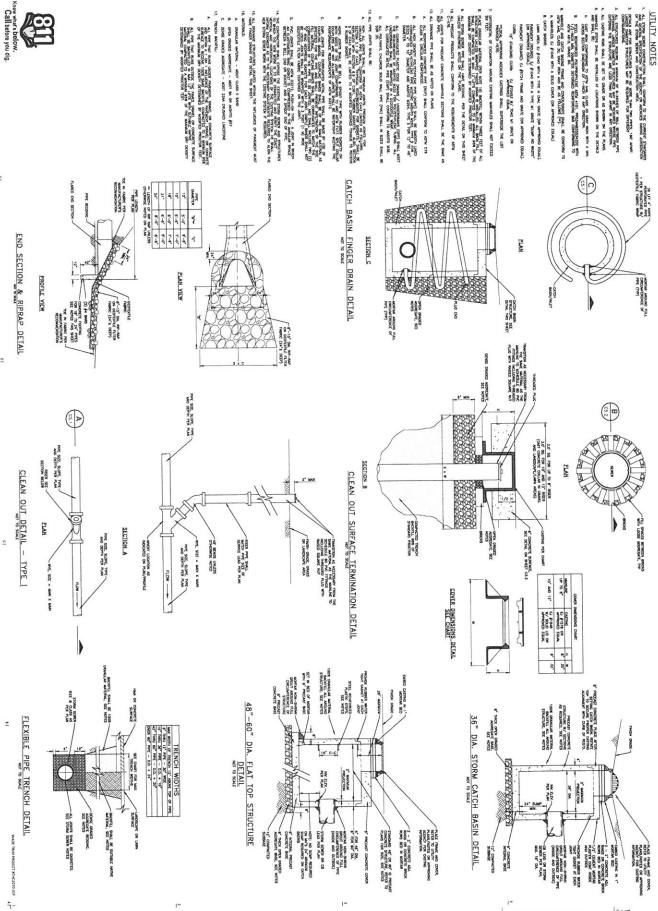


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C5.1

UTILLITY DETAILS





Zoning Administrator review for Mid Michigan amendment

The updated site plan calls for the addition of an enclosed oxygen tank area. The tanks would be considered an accessory structure. The building will be moved to the west to allow for the room for the tanks. By moving the building, it places it more centralized in the parcel and still meets all setbacks.

LOT/BUILDING RESTICTIONS

The parcel is located in the general business district (G-B district) and the building will house a wound care facility for MIdMIchigan Hospital. The use of the building would fall under health care building which is permitted by right in the G-B district.

The building is on a corner lot so the sides on Hansen and M-30 would both be considered the front and both require 25' setbacks. The rear (south side facing the hospital) requires a 25' setback and the right side requires a 20' setback. The building still meets all set back requirements with the front setback off on M-30 going from 144'4" to 79'4", the front setback off of Hansen staying at 44'9", the side setback (east side towards church) going from 20' to 85' with the tank structure till being 20' from the lot line, and the rear setback (south side) staying at 62'5".

The lot coverage of the building stays at 7.6% (8,176 building sf/34,729 lot sf) which is less than the 75% max allowed.

The building height remains unchanged at 15' which is less than the maximum of 45' allowed.

PARKING REQUIRMENTS - NO CHANGES

The parking call for 1 spot for every 200sf of building which computes to a minimum of 20.59 spots. The plan is the same and has 27 spots which meets the guidelines. The State of Michigan requires a minimum of 3 handicap spaces for every 59 parking spots. The plan still has 6 which meets the State requirement.

Building is still less than 10,000 sf so bicycle parking is not required

MISCELLANEOUS REQUIRMENTS - NO CHANGES

The proposed lighting is 23' high which is less than the maximum allowed of 25'. The light fixtures are to be LED type that will not create light pollution or spread onto neighboring properties.

The plans meet all landscaping requirements of section 3.21

The plans meet the requirements of the driveway according to section 3.29 E(7) and 3.29 E(8)

The plans meet the green belt requirements of section 3.29 E(10) which requires a 10' green belt around the parking lot.

They plan will have plenty of snow storage with the large green belt off of 30 as well as all four sides.

The plan shows a dumpster off of the south east corner of the building and the plan has plan specifications on page C3.1 that meet the requirements of section 3.18 A

Mike Killackey and I had a meeting with the engineer for the project and went over the stormwater runoff and drainage. Originally the plan called for a retention pond but through our meetings, were able to eliminate the pond and get the run off to follow the same pattern as the current building. Superintendent Killackey approved the current plan and all run off and drainage now conforms to sections 3.31 and 3.32.

Chief Walters was shown the plans and he noted there are no lines of sight or safety issues with the plan.

There are no sidewalks on M-30 or Hansen so I would waive all sidewalk requirements.

CONCLUSION

I don't not see any issues with the updated plans and do not see anything in violation of our ordinance. I would recommend approval of the site plan changes as submitted.

CITY OF WEST BRANCH PLANNING MEETING MAY 11, 2021

PLEASE TAKE NOTICE that the regular meeting of the West Branch City Planning Commission scheduled for Tuesday, May 11, 2021 starting at 6:00 pm will be conducted in person and virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pandemic.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the City Clerk by phone at (989) 345-0500 from 8:00 am-4:30 pm Monday- Friday or by email at clerk@westbranch.com, at least five business days prior to the meeting.

Zoom Instructions for Participants

To join the conference by phone:

- 1. On your phone, dial the teleconferencing number provided below.
- 2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone (DTMF) keypad.

Before a videoconference:

- 1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
- 2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to "Join via computer" as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

- 2. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
- 3. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

You may also join a meeting without the link by going to <u>join.zoom.us</u> on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

- 1. On your phone, dial the teleconferencing number provided below.
- Enter the Meeting ID number (also provided below) when prompted using your touchtone (DTMF) keypad.
- 3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera ("Start/Stop Video")
- Invite other participants
- View Participant list opens a pop-out screen that includes a "Raise Hand" icon that you may
 use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between "speaker" and "gallery" view. "Speaker view" shows the active speaker. "Gallery view" tiles all of the meeting participants.

Meeting Information:

Topic: Planning Commission meeting

Time: May 11, 2021 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/82429025363?pwd=MmZNd2tnWk5yazhjbVdzZjJzRFQyUT09

Meeting ID: 824 2902 5363

Passcode: 973171 One tap mobile

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Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 824 2902 5363

Passcode: 973171

Find your local number: https://us02web.zoom.us/u/kbT1jzlMiN

CITY COUNCIL MEMBERS

Chairperson Cori Lucynski – lucynskiwbplanning@westbranch.com

Mike Jackson -- jacksonwbcouncil@westbranch.com

Kara Fachting --- fachtingwbplanning@westbranch.com

Yvonne DeRoso --- derosowbplanning@westbranch.com

Bob David -- davidwbplanning@westbranch.com

Rusty Showalter – showalterwbplanning@westbranch.com

Tiffany Schmieder-Kups – schmieder-kupswbcouncil@westbranch.com

And as always, minutes of all Planning Commission Meetings can be found on our website at www.westbranch.com, under the Government Tab.