

- AGENDA -

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION TO BE HELD AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON TUESDAY, OCTOBER 11, 2022, BEGINNING AT 6:00 PM

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance.
- IV. Public Hearing
- V. Additions to the Agenda
- VI. Public Comment – Agenda Items Only – 3 Minute Limit (general rule)
- VII. Approval of Minutes from September 27, 2022
- VIII. Site Plan review
- IX. Sign Permit
- X. Unfinished Business
- XI. New Business
 - A. Reschedule November meeting
- 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

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, SEPTEMBER 27, 2022.

Vice Chairperson Bob David called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Josh Erickson, Kara Fachting, Mike Jackson, and Rusty Showalter.

Absent: Cori Lucynski

Others officers in attendance: City Manager/zoning administrator, John Dantzer

All stood for the Pledge of Allegiance.

At 6:02, Vice Chairperson David opened the public hearing to take comments on the special use permit for Dr. Mark Lewandowski. City Manager/zoning administrator Dantzer noted the reason for the special use was that dental offices were permitted only by special use in the mixed used district. Manager Dantzer noted he received two comments both in favor of the dental clinic addition.

No one in the public wished to speak on the subject.

MOTION BY DEROSO, SECOND BY FACHTING, TO CLOSE THE PUBLIC HEARING

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None Absent – Lucynski Motion carried

MOTION BY SHOWALTER, SECOND BY JACKSON, TO APPROVE THE SPECIAL USE PERMIT FOR DR. MARK LEWANDOWSKI’S ADDITION TO HIS DENTAL OFFICE.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None Absent – Lucynski Motion carried

MOTION BY DAVID, SECOND BY DEROSO, TO APPROVE THE MINUTES FROM THE MEETING HELD SEPTEMBER 13, 2022.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None Absent – Lucynski Motion carried

The zoning permit for Dr. Lewandowski’s dental office addition was discussed by the Commission. Member David noted some concern for having a two-way driveway and more traffic at that location due to its proximity to Valley St. Manager Dantzer noted in his zoning administrator review, there was not mention of a landscaping plan or snow storage plan and that there was a small section between the proposed parking area and neighboring residence to the west of them that did not have a buffer.

MOTION BY JACKSON, SECOND BY FACHTING, TO APPROVE THE DR. LEWANDOWSKI ZONING PERMIT CONTINGENT UPON APPROVAL OF MDOT FOR THE TWO-WAY DRIVEWAY AND CONTINGENT UPON A SNOW STORAGE PLAN AND LANDSCAPING PLAN BEING SUBMITTED TO MANAGER DANTZER.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None

Absent – Lucynski

Motion carried

A zoning permit for Brian Rang was reviewed. Manager Dantzer noted the zoning permit was submitted due to changes in the sizes of the buildings that were approved previously. He noted the ordinance required additional approval if the square footage increased by more than 500 square feet. He also noted the building would change from two buildings that were 20’ wide and two that were 40’ wide to four that are 30’ in width. He also noted, the new plan would not change any of the approved setbacks.

MOTION BY JACKSON, SECOND BY ERICKSON, TO APPROVE THE ZONING PERMIT FOR BRIAN RANG AS SUBMITTED.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None

Absent – Lucynski

Motion carried

MOTION BY DAVID, SECOND BY ERICKSON, TO EXCUSE MEMBER LUCYNSKI FROM THE MEETING.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None

Absent – Lucynski

Motion carried

Member DeRoso noted the new condos at Victorian Manor would be breaking ground shortly.

Member Fachting noted she was glad to be back and thanked the Commission for handling things while she was out.

Member Showalter also noted he was glad to be back and also thanked the Commission for handling things while he was out.

Member David noted how prompt the new garbage company was and that they were doing a good job of keeping the town clean.

Meeting was adjourned at 6:37 pm

We will need to reschedule our November meeting due to that being election day.