

- AGENDA -

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION TO BE HELD AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON TUESDAY, SEPTEMBER 12, 2023, 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 August 22, 2023
- VIII. Site Plan review
- IX. Sign Permit
- X. Unfinished Business
- XI. New Business
- XII. Communications
- XIII. Reports and/or comments
 - A. Chairperson Report
 - B. Member Reports
 - C. Zoning Administrator Report
 1. 113 N. First St.
- XIV. Public Comment – Any Topic – 3 Minute Limit (general rule)
- XV. Adjournment

Next meeting: Tuesday, September 12, 2023, 6:00 pm

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, AUGUST 22, 2023.

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

Present: Bob David, Yvonne DeRoso, Kara Fachting, Mike Jackson, Cori Lucynski, and Rusty Showalter.

Absent: Josh Erickson

Others officers in attendance: Acting secretary/zoning administrator, John Dantzer

All stood for the Pledge of Allegiance.

At 6:02 pm Chairperson Lucynski opened the public hearing to take comment on the special use permit for Jenifer Freimark of Northern Gems Therapy to allow a health care clinic in the Central Business District (CBD) at 220 W. Houghton Ave.

Chairperson Lucynski noted the letter that was received noting a concern that the business is not retail in nature and a lack of parking in that area. Member Jackson noted there were already several other non-retail businesses in the CBD district. Member Showalter noted he did not see an issue with parking because there would be less traffic for this type of business than a retail business. Jenifer Freimark noted she would typically only have one client at a time.

Member Fachting asked is the property was already purchased or if she would just be renting. Ms. Freimark noted she had already purchased the building.

No one else wished to speak on the subject.

MOTION BY DEROSO, SECOND BY SHOWALTER, TO CLOSE THE PUBLIC HEARING.

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

No – None

Absent –Erickson

Motion carried

MOTION BY SHOWALTER, SECOND BY JACKSON, TO APPROVE THE SPECIAL USE PERMIT FOR JENIFER FREIMARK OF NORTHERN GEMS THERAPY TO PERMIT THE USE OF A HEALTH CARE CLINIC AT 220 W. HOUGHTON AVE. BECAUSE THE PROPERTY SUBJECT TO THE APPLICATION IS LOCATED IN A ZONING DISTRICT IN WHICH THE PROPOSED SPECIAL USE IS ALLOWED, IS COMPATIBLE WITH ADJACENT USES, DOES NOT CREATE A BURDEN ON PUBLIC SERVICES, AND DOES NOT POSE ANY NEGATIVE IMPACT ON THE STREET SYSTEM.

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

No – None

Absent –Erickson

Motion carried

MOTION BY SHOWALTER, SECOND BY DAVID, TO APPROVE ZONING PERMIT ZP23-14 AS SUBMITTED.

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

No – None

Absent –Erickson

Motion carried

MOTION BY JACKSON, SECOND BY FACHTING, TO APPROVE THE MINUTES WITH CORRECTIONS FROM THE MEETING HELD JULY 25, 2023.

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

No – None

Absent –Erickson

Motion carried

Chairperson Lucynski noted her concern that some of the downtown businesses were empty.

Member DeRoso gave an update on the MDOT preconstruction meeting she recently attended.

Member Showalter noted his belief that the reconstruction will help promote new businesses downtown once it is completed.

Sean Gilbert asked about the time frame for the road construction downtown. It was noted the construction is planned from April through November. Mr. Gilbert also noted his concern for parking during this time. It was noted the parking lots in the rear of the buildings would remain open throughout the project and they would have walkways to the front of the buildings at all time. It was also noted that many of the businesses have rear entrances.

Mr. Gilbert invited everyone to his upcoming special event on Monday, September 28th at 7:00 pm

Chairperson Lucynski closed the meeting at 6:35 pm

