

**IMLAY CITY PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 25, 2025
6:00 PM**

1. CALL TO ORDER

Chair Walt Bargen called the Regular meeting to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE

Chair Bargen led the Pledge of Allegiance

3. ROLL CALL

Present: Chair Walt Bargen, Mayor Barbara Yockey, Frank Demske, Shane Collison, Bob Tanis

Absent: Vice-Chair James Blount, Tom Germayne

Also Present: City Manager Craig Horton, Zoning Administrator Lonnie Hayes, Wade Trim Professional Planner Caitlyn Habben, Clerk/Treasurer Dawn Sawicki-Franz and public

4. APPROVAL OF AGENDA

MOTION by Tanis seconded by Collison to approve the agenda with the addition of **10. NEW BUSINESS**

B. SPECIAL LAND USE-FENCING AMENDMENT REQUEST 1995 S CEDAR STREET

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES

MOTION by Yockey seconded by Tanis to approve the regular Planning Commission meeting minutes of October 28, 2025

MOTION CARRIED UNANIMOUSLY

6. FINANCIAL REPORT

Chair Bargen asked if there were any questions or comments regarding the Planning Commission's October 2025 financial report, and then accepted them as presented

7. CITIZENS FROM THE FLOOR

NONE

8. PUBLIC HEARING

A. SPECIAL LAND USE #I19-66-300-000-00 APRIL PETERSON, 240 N MAIN STREET

1. NOTICES AND PUBLICATIONS TO RECORD

MOTION by Demske seconded by Yockey to enter all notices and publications into record

MOTION CARRIED UNANIMOUSLY

2. PUBLIC HEARING OPEN

Chair Bargen opened the Public Hearing at 6:03 PM

3. PUBLIC COMMENT

Planner Habben stated that this property is the one that we did a rezoning just a little bit ago and is now asking for a Special Land Use for operation of a Bed and Breakfast with only two or three bedrooms to rent. All maps and documents are included in the packet.

The applicant, April Peterson, explained that they plan to put a 20 x 30 pad on the northeast corner of the property to assist in parking.

4. PUBLIC HEARING CLOSED

Chair Bargen CLOSED the Public Hearing at 6:07 PM

5. ACTION

MOTION by Yockey seconded by Collison to approve the requested special land use by April Peterson for a bed and breakfast at 240 N Main Street because the applicant meets all

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standards in Section 5.51 with the following condition: provides updated sketch plan and correspondence to address all outstanding concerns outlined in the Wade Trim November 19, 2025 review letter.

MOTION CARRIED UNANIMOUSLY

MOTION by Yockey seconded by Collison to approve the requested site plan by April Peterson for a bed and breakfast at 240 N Main Street because the applicant meets all standards in Section 5.17

MOTION CARRIED UNANIMOUSLY

9. UNFINISHED BUSINESS

A. BUSINESS DISTRICTS' TABLE OF USES-DRAFT

Planner Habben explained some of the items on the Zoning Ordinance Amendments sheet as prepared by Wade Trim and discussion ensued.

MOTION by Demske seconded by Collison to hold the public hearing for the business district table of uses text amendment at the January 27, 2026 Planning Commission meeting

MOTION CARRIED UNANIMOUSLY

10. NEW BUSINESS

A. SITE PLAN REVIEW #I19-74-001-000-00 IMLAY CITY CHRISTIAN REFORMED CHURCH 395 N CEDAR

Planning Commission Member Bob Tanis asked to be recused from the vote for this project due to a conflict of interest as he is the building contractor representing the Imlay City Christian Reformed Church's pavilion

MOTION by Collison seconded by Demske to allow Planning Commission Member Bob Tanis to recuse himself from this vote as requested.

MOTION CARRIED UNANIMOUSLY

Planning Commission Member Tanis stepped out of the Imlay City Chambers while this agenda item was deliberated.

MOTION by Collison seconded by Demske to approve the site plan review by Tanis Builders representing Imlay City Christian Reformed Church for an accessory building located at 395 Cedar Street because it meets all site plan review standards in section 5.17 contingent upon: submitting revised site plan addressing any outstanding items noted in the November 20, 2025 Wade Trim letter

MOTION CARRIED, TANIS ABSTAINED

Planning Commission Member Tanis returned to the Imlay City Chambers to resume the Planning Commission meeting.

B. SPECIAL LAND USE-FENCING AMENDMENT REQUEST 1995 S CEDAR STREET

Planner Habben explained the request from Ivan Ammori regarding amending the fencing for outdoor storage at 1995 S Cedar Street.

MOTION by Yockey seconded by Demske to deny a minor amendment to the special land use by Ivan Ammori for outdoor storage and display at 1995 S Cedar Street to change the solid fence condition on the south and east sides to ensure it maintains upholding all standards in Section 5.51

MOTION CARRIED UNANIMOUSLY

11. CITIZENS FROM THE FLOOR

NONE

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City Manager Horton, Planner Habben and Zoning Administrator Hayes advised the Planning Commission that a preliminary inquiry has been received from Chad Stoldt for review on the property located at Borland Road and Almont Avenue regarding R-1 vs R-2 and our Master Plan gives many options available.

12. ADJOURNMENT

MOTION by Demske seconded by Tanis to adjourn the meeting at 7:09 PM
MOTION CARRIED UNANIMOUSLY

Respectfully Submitted by: _____
Dawn E. Sawicki-Franz, City Clerk/Treasurer

Approved by Planning Commission: January 27, 2026

Approved by City Commission: