

**IMLAY CITY PLANNING COMMISSION
REGULAR MEETING MINUTES
Tuesday, February 25, 2020
7:00 P.M.**

1. CALL TO ORDER

Vice Chair Ian Kempf called the Regular meeting to order at 7:10 p.m.

2. PLEDGE OF ALLEGIANCE

Vice Chair I. Kempf led the Pledge of Allegiance

3. ROLL CALL

Present: Co Chair Ian Kempf
Commissioner Bob Tanis

Mayor Joi Kempf
Commissioner Walt Bergen

Absent: Commissioner John Lengemann, Commissioner Tom Germayne, Commissioner Ted Sadler

Also Present: City Manager Tom Youatt, City Planning/Zoning Administrator Jerry Edwards, and 3 members of the Community.

4. APPROVAL OF AGENDA

Motion by Bergen, seconded by Tanis to approve the Agenda as presented.

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES

Motion by Bergen, seconded by J. Kempf, to approve the January 28, 2020 regular Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

6. CITIZENS FROM THE FLOOR

None

7. OLD BUSINESS

None

8. NEW BUSINESS

A. Lalonde Parking Variance Extension

City Manager Tom Youatt presented a letter from Lalonde requesting an Extension/Variance. The request is really for the Zoning Board of Appeals, but because the Planning Commission approved the Site Plan in January 24, 2019 with an estimated completion date of Dec. 2019, Youatt wanted the Board to be aware that as of today, nothing has been started.

Youatt contacted Austin Hallmark (who wrote the extension letter) and suggested he be at this meeting, he received no response and did not attend the meeting.

Planning/Zoning Administrator Jerry Edwards also contacted Mr. Hallmark, and received no response.

The request will be on the agenda for the next Zoning Board of Appeals Meeting in March.

B. Dr. Zelenak Site Plan Review – 6672 Newark Rd.

Greg Dennis, representing Dr. Laura Zelenak, stated that her business is growing rapidly and parking is an issue. The Plan is to double her size to the east. We have added 20 new parking spots. Her new front door will face east and the existing front door and waiting room will be used for a conference room and one exam room. There were some comments from the City Planner, Alan Bean, there were several but none of them material:

The Lightning plan - was not available at the time. The lighting engineer is working on the plan and will adhere to the City Ordinance specifications.

The Landscaping – we are over landscaped according to the new Landscape Ordinance. We will be moving some of the landscaping.

The Storm Water & Drainage – His engineers are in contact with the planners for clarification on the Drainage calculations.

Tom Youatt stated that it is a pretty straight forward plan. The new detention basin is on the East side. The existing storm run-off from the parking lot to the ditch is fine, but needed to be moved to the East. They have moved it on the plans, it is still going to the ditch, but there is plenty of room in the ditch and the new detention basin will take care of the new parking surface.

Bargen asked if parking was adequate for the expansion. Dennis stated that they made some of the parking spots 10 x 20's and added 20 plus parks.

Motion by Bargen, seconded by J. Kempf to approve the Site Plan with administrative review on Lighting, ADA spaces, and Storm water management and detention requirements as outlined in the Spicer Group memo.

MOTION CARRIED UNANIMOUSLY

9. OTHER

10. ADJOURNMENT

Motion by Tanis, seconded by Joi, to adjourn the meeting at 7: 22 p.m.

MOTION CARRIED UNANIMOUSLY

Respectfully Submitted by: _____

Lynn Eutsler, City Clerk/Treasurer

Approved: