PLANNING COMMISSION MINUTES

December 13, 2023
Regular Meeting - 7:00 PM

1) CALL TO ORDER

Chairman Banfield called the meeting to order at 7:00 PM

2) ROLL CALL

Roll was called:

Present: Chair Banfield, Burke Smith, Fitzgerald, Bright, Longyear, McNiff, Stewart

Also Present: Council Liaison Wolfersberger and Director Zuzga

Absent: Zuck

3) APPROVAL OF MINUTES - Items can be added or deleted from the Agenda by board action.

A. MINUTES OF SEPTEMBER 13, 2023 PLANNING COMMISSION MEETING

Approval of minutes of September 13, 2023 Planning Commission meeting

Motion by McNiff, with support from Burke Smith to approve the minutes of the September 13, 2023 Planning Commission Meeting. On a voice vote: Motion carried.

4) APPROVAL OF AGENDA - Items can be added or deleted from the Agenda by board action.

A. APPROVE DECEMBER 13, 2023 AGENDA

Approval of December 13, 2023 Agenda

Motion by Stewart, with support by Fitzgerald to approve the agenda as presented. On a voice vote: Motion carried.

5) PUBLIC COMMENT ON AGENDA ITEMS Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes. Comments should address AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Non-Agenda items should be addressed during the PUBLIC COMMENT-NON-AGENDA ITEMS portion of the meeting agenda.

6) PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION

A. 2024-2029 CAPITAL IMPROVEMENT PLAN

Chair Banfield opened the public hearing at 7:05 PM.

Zuzga after an initial description of the Capital Improvement Plan process and the Planning Commission's role, presented the proposed 2024-2030 Capital Improvement Plan. Commissioners asked a few question on the individual projects. There was no public comment on the proposed plan.

Chair Banfield closed the public hearing at 7:11 PM.

Motion by McNiff, with support from Burke-Smith to recommend approval of the 2024-2030 CIP to the City Council. One a voice vote: motion carried.

7) OLD BUSINESS

8) REPORTS AND RECOMMENDATIONS/NEW BUSINESS

A. SP# 23.09 1114 WEST MICHIGAN AVENUE- CONSUMERS CREDIT UNION

Zuzga presented the site plan for the proposed Consumers Credit Union to be located at 1114 West Michigan Avenue. The site plan meets the requirements in the ordinances, but will require a use variance from the ZBA (scheduled to be considered on12/14/23) and Planning Commission approval of parking over the maximum allowed by the ordinance (6 allowed vs the 11 requested).

Cindy MacDonald, Facilities Manager at Consumers Credit Union, indicated that they are excited to move in to the Marshall Community and that they were willing to work with the Planning Commission on any issues. Banfield requested that they consider addiing a light on the ITM canopy for security purposes.

Nick Loeks, engineer for Consumers from Bosch, indicated that the driveway connection with the ice cream business to the east will be maintained. MacDonald indicated that they were willing to let customers of the ice cream business utilize their parking lot after normal business hours.

Motion by McNiff, with support by Burke Smith to approve SP #23-09 with the following conditions: the ZBA approve the use variance for the drive-through ATM, the parking request for additional spaces over the maximum is approved, and an additional light is provided on the canopy by the ITM. On a voice vote: motion carried.

9) PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes. Comments should address NON-AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Agenda items should be addressed during the PUBLIC COMMENT-AGENDA ITEMS portion of the meeting agenda.

10) BOARD REPORTS

Zuzga indicated that orientation/training would be held in January.

11) ADJOURNMENT

With no further business, Chairman Banfield adjourned the meeting at 8:09 PM.