

**IMLAY CITY PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, APRIL 23, 2024
6:00 PM**

1. CALL TO ORDER

Chairman Walt Bargaen called the Regular meeting to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE

Chairman Bargaen led the Pledge of Allegiance

3. ROLL CALL

Present: Chairman Walt Bargaen, Vice-Chairman Tom Germayne, Mayor Joi Kempf, James Blount, Frank Demske, John Lengemann (arrived at 6:10 PM), Bob Tanis,

Absent: None

Also Present: City Manager Craig Horton, Zoning Administrator Lonnie Hayes, Professional Planner Caitlyn Habben, Spicer Engineer Sam Szaroletta, Landtech Engineering & Surveying Engineer John Urbain, Clerk/Treasurer Dawn Sawicki-Franz and public.

4. APPROVAL OF AGENDA

MOTION by Germayne seconded by Demske to approve the agenda as presented
MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES

MOTION by Tanis seconded by Germayne to approve the regular meeting minutes of March 26, 2024 as presented
MOTION CARRIED UNANIMOUSLY

6. FINANCIAL REPORT ENDING – MARCH 2024

MOTION by Demske seconded by Germayne to approve the March 2024 financial report as presented.

ROLL CALL VOTE

Ayes: Demske, Germayne, Kempf, Blount, Tanis, Bargaen

Nays: None

Absent: Lengemann

MOTION CARRIED UNANIMOUSLY

7. CITIZENS FROM THE FLOOR

None

8. UNFINISHED BUSINESS

A. MASTER PLAN UPDATE

Professional Planner Caitlyn Habben presented the next phase of the Master Plan including: advising that 308 surveys have been submitted for the Community Survey so far. Habben stated this a great number of responses as well as should give the City a good scope of opinions. In addition, Habben highlighted Chapter 3-Existing Land Use which includes the new 425 Agreement property. Habben continued, sharing Chapter 7-Community Facilities and Chapter 8-Parks and Recreation then answered the Planning Commission members' questions.

PRESENTATION AND DISCUSSION ONLY, NO MOTION

B. SITE PLAN REVIEW-NEWARK REAL ESTATE, ON BEHALF OF BELLS AND BIRDS INC LLC

Engineer Urbain discussed the Spicer revised list for review, with the Planning Commission and Spicer Engineer Szaroletta.

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MOTION by Tanis seconded by Germayne to approve the Site Plan Review subject to administrative review, receipt of the stormwater agreement, MDOT approval and contingency of art and murals.

MOTION CARRIED UNANIMOUSLY

C. PLANNING COMMISSION BYLAWS

Discussion concerning Planning Commission Bylaws: Article 1-Purpose and Duties, Article 2-Membership, Article 3-Officers and Article 4-Meetings including required training.

MOTION by Tanis seconded by Germayne to postpone the Planning Commission Bylaws pending more review.

MOTION CARRIED UNANIMOUSLY

9. NEW BUSINESS:

None

10. CITIZENS FROM THE FLOOR

None

11. ADJOURNMENT

MOTION by Demske seconded by Germayne to adjourn the meeting at 6:51 PM.

MOTION CARRIED UNANIMOUSLY

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

Approved by Planning Commission: May 28, 2024

Approved by City Commission: June 04, 2024