

**IMLAY CITY PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, OCTOBER 22, 2024
6:00 PM**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Bargen led the Pledge of Allegiance

3. ROLL CALL

Present: Walt Bargen, Mayor Joi Kempf, James Blount, Frank Demske, Tom Germayne, Bob Tanis
John Lengemann arrived 6:01 PM

Absent: None

Also Present: City Manager Craig Horton, Zoning Administrator Lonnie Hayes, Spicer Community Planner Michael Daly-Martin, Clerk/Treasurer Dawn Sawicki-Franz

4. APPROVAL OF AGENDA

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

5. APPROVAL OF MINUTES

MOTION by Blount seconded by Demske to approve the regular Planning Commission meeting minutes of September 24, 2024
MOTION CARRIED UNANIMOUSLY

6. FINANCIAL REPORT ENDING – SEPTEMBER 2024

Bargen asked if there were any questions or comments regarding the Planning Commission's September 2024 financial report and then accepted them as presented.

7. CITIZENS FROM THE FLOOR

None

8. ELECTION OF OFFICERS

A. NOMINATIONS CHAIRPERSON

Demske seconded by Kempf to nominate Walt Bargen as Chairperson

MOTION by Kempf seconded by Blount to close nominations and cast a unanimous ballot for Walt Bargen to remain Chairperson

MOTION CARRIED UNANIMOUSLY

B. NOMINATIONS VICE-CHAIRPERSON

Germayne seconded by Kempf to nominate James Blount for Vice-Chair

MOTION by Kempf seconded by Tanis to close nominations and cast a unanimous ballot for James Blount for Vice-Chairperson

MOTION CARRIED UNANIMOUSLY

9. PUBLIC HEARING – ARTICLE 4: DEVELOPMENT STANDARDS DIVISION 4: SIGNS

A. NOTICES AND PUBLICATIONS TO RECORD

MOTION by Kempf seconded by Germayne to enter all notices and publications to be made part of the record.

MOTION CARRIED UNANIMOUSLY

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B. OPEN PUBLIC HEARING

Chairman Barga opened the public hearing at 6:04 PM

Spicer Community Planner Daly-Martin spoke on the proposed amendment of signs including a red word copy of changes and a clean copy for discussion regarding pole signs and monument signs.

C. CLOSE PUBLIC HEARING

Chairman Barga closed the pub at 6:26 PM

D. ACTION

MOTION by Demske seconded by Tanis to postpone action to the next Planning Commission Meeting on the sign amendment to allow time for insertion of pole sign revisions and recess the public hearing then reopen the public hearing at that meeting.

MOTION CARRIED UNANIMOUSLY

Set Public Hearing for Tuesday, November 26, 2026 for B-3 Setbacks on M-53

10. UNFINISHED BUSINESS

A. MASTER PLAN ON HOLD

Chairperson Barga noted that the Master Plan is on hold at this time.

NO MOTION, DISCUSSION ONLY

11. NEW BUSINESS

A. NONE

12. CITIZENS FROM THE FLOOR

None

Zoning Administrator Hayes used this time to update the Planning Commission on Arby's permit extension. Hayes stated that the permit was approved on May 28, 2024 for an 18-month extension which would put the permit extension to November of 2025.

13. ADJOURNMENT

MOTION by Demske seconded by Tanis to adjourn the meeting at 6:33 PM.

MOTION CARRIED UNANIMOUSLY

Respectfully Submitted by:

Dawn Sawicki-Franz, Clerk/Treasurer

Approved by Planning Commission: November 26, 2024

Approved by City Commission: 12-03-2024