

**VILLAGE OF KALKASKA  
PLANNING COMMISSION MEETING  
SEPTEMBER 4, 2008**

**COUNCIL CHAMBERS – 200 HYDE STREET**

MINUTES OF THE MEETING

**CALL TO ORDER**

Chairperson Shirley Whipple called the meeting to order at 7:00 p.m. in the Council Chambers, followed by prayer and pledge of allegiance.

Planning Commissioners Present

Shirley Whipple, Chairperson  
Virginia Thomas, Village President  
Bob Larsen  
Al Jordan  
Ruth Hall, Trustee  
Francis Kelly  
Susan Walter

Planning Commissioners Absent

Penny Hill, Village Manager

Public Present – Deputy Clerk Mary Deb Rabourn and Jerry Peal with Hague Equipment

**APPROVAL OF AGENDA**

Chairperson Whipple asked if anyone had anything to add to the agenda.

Motion by Larsen, second by Kelly to approve the agenda as written. On a voice vote, motion passed.

**APPROVAL OF MINUTES**

Chairperson Whipple asked if there were any changes to the minutes from the August 7, 2008 regular meeting.

Walter asked that the properties discussed under Property Beautification Awards be listed and stated that those properties were 506 Evergreen, 112 Spruce and 113 Essex.

Motion by Walter, seconded by Jordan to approve the minutes from the August 7, 2008 regular meeting as amended. On a voice vote, motion passed.

## SITE PLAN REVIEW

- A. Hague Equipment Addition. Chairperson Whipple stated that Manager Hill had submitted a memo stating that she had reviewed the site plan, and it was in compliance with the existing zoning requirements for the Industrial District, with a few exceptions that she had listed. Chairperson Whipple turned the floor over to Jerry Peal to discuss his correction of those exceptions.

Mr. Peal stated that he had provided a copy of a letter and a new drawing to the Commission right before the meeting, and that this letter addresses those exceptions.

1. Request of a projection completion schedule. Mr. Peal stated that the letter provided this with a building completion plan of late December.
2. Statement of impact on existing infrastructure, of site, surrounding area and village. Mr. Peal stated that the letter also addressed this issue. They are going to use municipal water and sewer. They will be hiring four employees. The parking will not be much of an issue, as they will only be adding four employees. He stated that they will be testing a new product in a “dark room” that illuminates in the dark and can be used for exit signs, buses, etc.
3. Sealed engineer plans need to be provided. Mr. Peal stated that he would not have sealed plans until Morton Building Company has everything ready. He stated that they will have to provide sealed plans for the building permits so he assured them that, as soon as they have them, he will make sure the Village gets one.
4. The location of existing and proposed water, gas and electrical lines. Mr. Peal stated that the new drawing submitted showed all of those utilities and their locations. He also wanted to let the Commission know that they did not like the run-off situation, and so they added a new culvert to direct the extra run-off to their retention pond.
5. Signed statement of compliance. Mr. Peal put a statement in the letter that he would comply with all state, local and federal laws applicable to the site and he signed the letter. He also stated that he has a five-year lease with this new company.

Walter questioned the “dark room” for the testing of the product and asked if any chemicals would be used.

Mr. Peal stated that they just needed a dark area to make sure the illumination is working, and there would be no use of chemicals.

Jordan stated that he appreciated how organized Mr. Peal always is when he comes before the Planning Commission.

Thomas stated that she was excited for the new addition to the community, as well as the added employment opportunity.

Larsen asked if the manager approved this.

Chair Whipple stated that, in her memo, she recommended approval of the site plan contingent upon those five items being met.

Hall stated that she was excited about the new company and the new product.

Walter felt that the product sounded amazing and that it could be the next big thing.

Walter made a motion to approve the Hague Equipment addition site plan at 107 West Park Drive, contingent upon the receipt of a sealed engineer copy of the plans. Thomas seconded the motion. On a roll call vote with Chairperson Whipple and Larsen, Jordan, Thomas, Hall, Walter and Kelly voting "Yea", motion passed.

### **UNFINISHED BUSINESS**

- A. Property Beautification Awards for October 2008. Chairperson Whipple made an announcement that they would be presenting the September 2008 award to Dewey Insurance on September 10, 2008 at 3:00 p.m. They will then proceed to Ann Chalker's residence at 304 S. Walnut Street to present her award. She further stated that she had been asked to announce a luncheon meeting with a power point presentation regarding Public Policy Forum at the Village Office on September 10, 2008 at 11:30 a.m. She stated that she needed to get a head count for Clerk Felica Robinson. Everyone present stated that they would be in attendance.

Chairperson Whipple stated that they had recommendations for the October 2008 Residential Property Beautification Awards for 506 Evergreen, 112 Spruce, 113 Essex and 705 W. Dresden. She stated that their only recommended business was Northland. She asked for further suggestions or discussion.

Walter stated that she had driven past the properties and was very impressed with 112 Spruce Street. She stated that the prior owners had let the home fall into disrepair with broken doors, windows and a torn up yard. The new owners have fixed the windows and the door, and they have added a front deck and landscaped the yard. She felt that anyone who had put that much effort into such an eyesore deserved to receive recognition.

Chairperson Whipple spoke about the home on 506 Evergreen and stated that it was a modest ranch that has been spruced up. She also spoke about 113 Essex Street, stating that the owner had added a fountain in the front yard and had repainted the trim on the house.

Larsen stated that Dr. Schumacher had done a nice job fixing up the building next to Bob Murrays, and he felt that would be another business to consider.

Whipple suggested that they consider either the Spruce Street residence or the Essex Street residence, as they have not given out many awards on that side of town.

Walter made a motion to give the October 2008 Residential Property Beautification award to 112 Spruce Street. Hall seconded the motion. Motion approved on a voice vote.

Thomas made a motion to give the October 2008 Commercial Property Beautification award to Northland. Kelly seconded the motion. Motion approved on a voice vote.

## **CURRENT BUSINESS**

A. Proposed New Ordinance for the Planning Commission. Chairperson Whipple stated that the Planning Commission Ordinance Review Committee had met to look at the existing Village Ordinance that had originally created the Planning Commission. She stated that they compared the new laws to their existing ordinance and have recommended an amendment to the ordinance, which will comply with the new law. A draft of this amendment had been mailed to the Commission prior to the meeting. She stated that they were happy to find this ordinance much more advanced than other communities. She asked if anyone had any questions or comments.

Larsen made a motion to recommend approval of the Planning Commission Ordinance amendment to the Village Council. Walter seconded the motion. On a roll call vote with Chairperson Whipple and Kelly, Walter, Jordan, Larsen, Thomas and Hall voting "Yea", motion passed.

## **PUBLIC COMMENT**

Chairperson Whipple asked if there was any public comment.

Mr. Peal wished to invite the Planning Commission to his annual barbeque at Hague Equipment on September 5, 2008 from 11:00 a.m. to 3:00 p.m.

Thomas stated that she was proud of their Planning Commission and the work that they do.

Walter suggested that they present the October Property Beautification Awards on the same day as they are presenting the September awards.

Deputy Clerk Rabourn stated that she would try to get those scheduled, but it would depend on the availability of those property owners.

Walter stated that the award pictures for the Stephens residence and McLeans Hardware had never made it in the newspaper.

Deputy Clerk stated that she would contact the paper and make sure those were re-submitted to the paper.

## **ADJOURNMENT**

Motion by Larsen, second by Kelly to adjourn. Motion passed on a voice vote. Meeting adjourned at 7:43 p.m.

Typed by: Mary Deb Rabourn, Deputy Clerk