

City of Potterville Planning Commission Meeting

November 19, 2019- 7:00 p.m. – Potterville City Hall, 319 N. Nelson Street

Call to Order: Mark Swanson, Vice-Chair of the Planning Commission, called the meeting to order at 7:00 p.m.

Pledge: Pledge of Allegiance was recited by all.

Roll Call: Present: Mark Swanson, Brent Bruggink, and George Kepler.
Absent: Tim Maynard and Jeff Bussard
Staff: Brandy Hatt

Agenda: A motion was made by **Commissioner Bussard** to approve the agenda for the November 19, 2019 meeting. **Commissioner Bruggink** supported. All in favor. Motion carried.

Minutes: A motion was made by **Commissioner Bruggink** to approve the September 17, 2019 meeting minutes as printed. **Commissioner Bussard** supported. All in favor. Motion carried.

Public Comments: None

A-11-19-1: Request by City of Potterville, for an Amendment to change the zoning of a 0.158 acre portion of property located at 425 N. Hartel Road, Potterville from Low Density Residential (R-1) to General Business (B-1).

Staff Report: Ms. Hatt read the staff report into record.

Commissioner Swanson asked parking for the business. Ms. Hatt stated the parking plan was previously approved by the Planning Commission. She stated the proposed rezoning request and subsequent lot line adjustment does not negate the previous requirements of the Planning Commission. Ms. Hatt stated there are no proposed changes to the business operations.

Commissioner Swanson invited any speaker in favor or opposition to the request to make public comment.

Speakers in favor: None

Speakers in opposition: None

Public hearing closed: 7:13 p.m.

Commissioner Bruggink moved to approve SPR-A-11-19-1 (City of Potterville), an Amendment to change the zoning of a 0.158 acre portion of property located at 425 N. Hartel Road, Potterville from Low Density Residential (R-1) to General Business (B-1).

Commissioner Kepler supported. A roll call was taken with three (3) voting aye and none (0) voting nay. Motion carried.

Old Business: None

New Business: Ms. Hatt informed the Planning Commission they each have a copy of the proposed 2020 Planning Commission Meeting Dates. She asked the Planning Commission to discuss the proposed meeting dates and take action.

Commissioner Bruggink moved to approve the Planning Commission meeting dates for 2020 as presented. **Commissioner Kepler** supported. All in favor. Motion carried.

Reports: Ms. Hatt stated the Zoning Board of Appeals will meet on Thursday to determine a variance request for setbacks to side and rear property lines. She stated she has been working on the process to begin recodification of the City of Potterville Code of Ordinances which has not occurred since 2006.

Public Comment: None

Upcoming Cases: Ms. Hatt informed the Planning Commission they do not have any cases to hear at their December 17, 2019 meeting. **Commissioner Bruggink** moved to cancel the December 17, 2019 Planning Commission Meeting due to lack of business. **Commissioner Kepler** supported. All in favor. Motion carried.

Motion to Adjourn: **Commissioner Kepler** moved to adjourn the November 19, 2019 Planning Commission Meeting. **Commissioner Bruggink** supported. All in favor. Motion carried. Meeting adjourned at 7:35 p.m.