

SITE PLAN REVIEW COMMITTEE

March 9, 2026

The Site Plan Review Committee met on the above date at 1:30 P.M. in the Council Chambers on the second floor of City Hall. The following members were present: Mayor Robert Stocks, Brian Zirbes – Planning & Zoning, Mike Zitelman – Water/Wastewater, Ben Olsen – Police, Don Dishno – Fire, Stacy Winkelman – Streets & Solid Waste, Nathan Williams – Engineering, Ryan Thurow – Park & Rec, and Manager of Economic Development and Strategic Initiatives Deb Sybell.

Also in attendance were Nikki Zimmerman – Building Safety & Zoning and Kory Anderson of General Engineering.

1. Call to Order

The meeting was called to order by Chairperson Brian Zirbes.

2. Approval of Minutes

A. Review and take action: Site Plan Review Minutes Dated January 12, 2026

Motion was made by Mike Zitelman and seconded by Stacy Winkelman to approve the minutes as submitted. Unanimously approved.

3. Business

A. Review and take action: 1727 S. Church Street – proposed car wash

Kory Anderson of General Engineering was present. The proposed project is for Tommy's Car Wash. There is a two-lane drive up and the cars are brought through on a conveyor system. A portion of the water gets reused/recycled. There is also an outdoor area with vacuum stalls.

The following was presented by staff:

Fire:	No comment.
Building:	An email from Inspector Mike Jacek was read into record that stated if the building is less than 50,000 cubic feet, the city can complete the plan review in-house. If the building is 50,000 cubic feet or larger, the plans will have to go to the state for review.
Police:	Stated concerns about the area provided for waiting cars. The desire is that the cars will not back up onto S. Church Street. Planning & Zoning Administrator Brian Zirbes stated that the site meets the code requirements.
Mayor:	No comment.
Stormwater:	An Erosion Control & Stormwater Runoff permit will need to be submitted and approved.
Engineering:	A copy of the access easement for the neighboring properties need to be submitted to Engineering staff.
Zoning:	No comment.
Parks & Rec:	The trees are all in compliance.
Water/Wastewater:	For the 4" water line, a representative from the Water Department will need to be present for the inspection of the tap.
Streets/Solid Waste:	Also stated concerns on the potential of traffic backing up. Garbage/recycling will have to be obtained by a private company.
Econ. Development:	No comment.
Legal:	Not present.

Motion was made by Mike Zitelman and seconded by Stacy Winkelman to recommend approval of this item to the Plan Commission contingent upon:

-Submittal and approval of the Erosion Control & Stormwater Runoff permit

-Submittal of the access easement for the neighboring properties.

Unanimously approved.

4. **Adjournment**

Motion was made by Mayor Stocks and seconded by Mike Zitelman to adjourn. Unanimously approved.

Respectfully submitted,
Nikki Zimmerman, Recording Secretary

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.