

## SITE PLAN REVIEW COMMITTEE

April 13, 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 Jacek – Building Safety & Zoning, Laura Bohlman – Police, Don Dishno – Fire, Stacy Winkelman – Streets & Solid Waste, Andrew Beyer – Engineering, Nathan Williams – Engineering, Maureen McBroom – Stormwater, Ryan Thurow – Park & Rec, and Manager of Economic Development and Strategic Initiatives Deb Sybell.

Also in attendance were Nikki Zimmerman – Building Safety & Zoning, John S. Jagler and John D. Jagler of Gracie's Doggie Delights, and Scott Foley of Ultimate Construction.

### 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 March 9, 2026

Motion was made by Andrew Beyer and seconded by Mike Jacek to approve the minutes as submitted. Unanimously approved.

### 3. Business

#### A. Review and take action: 1019 S. Fifth Street – proposed light industrial for Gracie's Doggie Delights

Scott Foley of Ultimate Construction stated the proposed project is for a 40' x 80' slab on grade packaging and shipping facility for Gracie's Doggie Delights. The hours will be roughly 8 a.m. – 5 p.m.

The following was presented by staff:

Fire:	Fire extinguishers will be required at the front and back exits. Both doors will need exit signs with battery backup. A Knox Box will be required. The Fire Department will provide a model number for the Knox Box that should be installed.
Building:	If the project is under 50,000 cubic feet, the plan review can be done in-house.
Police:	No concerns.
Mayor:	No concerns.
Stormwater:	An Erosion Control & Stormwater Runoff permit will need to be submitted and approved.
Engineering:	The pavement for the driveway and parking areas will need to be asphalt pavement or concrete to meet code requirements. The city plans to extend S. Fifth Street this year.
Zoning:	No comment.
Parks & Rec:	No concerns.
Water/Wastewater:	Not present.
Streets/Solid Waste:	Garbage pickup will have to be handled privately. Recycling could be done with the city at a charge. Otherwise, private recycling pickup could be done as well.
Econ. Development:	Not present.
Legal:	Not present.

Motion was made by Maureen McBroom and seconded by Don Dishno to recommend approval of this item to the Plan Commission contingent upon:

- Submittal and approval of the Erosion Control & Stormwater Runoff permit
- Meeting Fire Department requirements of fire extinguishers, exit lights, and a Knox Box.
- The driveway and parking area being either asphalt pavement or concrete.

Unanimously approved.

4. **Adjournment**

Motion was made by Mike Jacek and seconded by Laura Bohlman 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.**