

SITE PLAN REVIEW COMMITTEE

June 9, 2025

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, Mike Jacek – Building Safety & Zoning, Tanya Reynen – Fire Department, Mike Zitelman – Water/Wastewater Departments, Nathan Williams – Engineering, Maureen McBroom – Stormwater, Stacy Winkelman – Streets, Laura Bohlman – Police Department.

Also in attendance were Nikki Zimmerman of Building Safety & Zoning and Mason Becker, Pastor Kurt Liebenow, Jason Romenesko, and Matt Sokol.

1. Call to Order

The meeting was called to order by Acting Chairperson Nathan Williams.

2. Approval of Minutes

A. Review and take action: Site Plan Review Minutes Dated May 19, 2025

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

3. Business

A. Review and take action: 1901 Market Way fireworks sales

Matt Sokol of TNT Fireworks was present virtually. This is for fireworks sales at the Wal-Mart parking lot, as have been completed in previous years.

The following was presented by staff:

Fire:	The proposal meets all code requirements. An inspection will just have to be coordinated once everything has been set up, prior to officially opening to sales.
Building:	No comments.
Police:	The inspection the Police Department will have to do can be coordinated so it is completed the same time as the inspection the Fire Department does theirs.
Mayor:	No comments.
Stormwater:	No comments.
Engineering:	No comments.
Zoning:	No comments.
Parks & Rec:	Absent.
Water/Wastewater:	No comments.
Streets/Solid Waste:	No comments.

Motion made Maureen McBroom, seconded by Mike Jacek, to approve this item. Unanimously approved.

B. Review and take action: 510 Cole Street lift vestibule

Jason Romenesko was present virtually to describe this proposed project. It is for an upgrade to the current lift – enclosing the lift within a 300 square foot addition.

The following was presented by staff:

Fire:	Will follow up after the meeting. There should be an exterior means of egress lighting with emergency power, an extinguisher in the grade level lobby, and a manual-pull alarm within the vicinity.
Building:	A building permit application and a full set of plans shall be submitted to Building Safety Department. Plan review can be completed in-house.
Police:	No comments.
Mayor:	No comments.

Stormwater:	No comments.
Engineering:	No comments.
Zoning:	No comments.
Parks & Rec:	Absent.
Water/Wastewater:	No comments.
Streets/Solid Waste:	No comments.

Motion made by Mike Jacek, seconded by Mike Jacek, to approve this item contingent upon Fire Department requirements being satisfied. Unanimously approved.

4. **Adjournment**

Motion was made by Mayor Stocks and seconded by Tanya Reynen 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.