

**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.**