

SITE PLAN REVIEW COMMITTEE

August 10, 2026

The Site Plan Review Committee met on the above date at 1:30 P.M. in Room 0008, Lower Level of City Hall. The following members were present: Mayor Robert Stocks, Brian Zirbes – Zoning, Mike Jacek – Building Inspection, Laura Bohlman – Police, Don Dishno – Fire Department, Stacy Winkelman – Streets & Solid Waste, Ryan Schmidt – Parks & Rec., and Manager of Economic Development and Strategic Initiatives Deb Sybell.

Also in attendance were Angie & Max Clouse and Nikki Zimmerman

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 July 13, 2026

Motion was made and seconded to approve the minutes as submitted. Unanimously approved.

3. Business

A. Review and Take Action: 600 Commerce Drive (PIN 291-0815-0823-005) – Site Review for a Multi-Tenant Light Industrial Building

Applicant Max Clouse was present. This proposal is to construct a multi-tenant light industrial building to be rented out by the applicant to businesses in need of a light industrial space. The building will be 7,040 sq ft in area with 15 units.

The following was presented by staff:

Fire:	Obtain a Knox Box and provide either one master key or multiple unit keys. The location preference will be the southwest corner of the structure.
Building:	State approval of the plans will be needed along with a building permit from the Building Safety & Zoning Department. Also, sprinklers may be required.
Police:	No concerns.
Mayor:	This is a great concept for the location.
Stormwater:	Not present.
Engineering:	An erosion control permit will be needed. Note that construction of ½ acre or more will have post-construction requirements. The parking lot also must meet ADA standards.
Zoning:	The lane that goes to the rear doors must be paved and be at least 12 feet in width.
Parks & Rec:	No concerns.
Water/Wastewater:	Not present.
Streets/Solid Waste:	No concerns.
Econ. Development:	No concerns.

Motion was made and seconded to recommend approval of this item to Plan Commission with the conditions of obtaining a Knox Box; state-approved plans; installation of sprinklers, if needed; issuance of an erosion control permit; the parking lot meeting ADA standards; and the lane going to the rear doors being at least 12' wide.

Unanimously approved.

4. Adjournment

Motion was made and seconded 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.