

**MINUTES
MARSHALL CITY PLANNING COMMISSION
THURSDAY, APRIL 14, 2021**

In a special session, Thursday, April 14, 2021 at 7:00 p.m. via Zoom the Marshall Planning Commission was called to order by Chair Banfield.

ROLL CALL

Members Present: Chair Banfield, Commissioners Burke Smith, Davis, Hall, Reed, Zuck and C. Zuzga and Council Liaison Wolfersberger

Members Absent: Commissioner McNiff

Staff Present: Trisha Nelson, City Clerk & Planner
Eric Zuzga, Director of Special Projects

AGENDA

MOTION by Davis, supported by Zuck, to accept the agenda for the Thursday, April 14, 2021 as submitted. On a roll call vote; ayes- Burke Smith, Banfield, Davis, Hall, Reed, Zuck, C Zuzga; nays- none; **MOTION CARRIED.**

MINUTES

MOTION by Reed, supported by Davis to accept the minutes from the February 10, 2021 regular meeting. Banfield stated that on page 2 paragraph 2 Mike Back needs to be changed to Beck. On a roll call vote; ayes- Burke Smith, Banfield, Davis, Hall, Reed, Zuck, C Zuzga; nays- none; **MOTION CARRIED.**

MOTION by Reed, supported by Zuck to accept the minutes from the February 18, 2021 special meeting. On a roll call vote; ayes- Burke Smith, Banfield, Davis, Hall, Reed, Zuck, C Zuzga; nays- none; **MOTION CARRIED.**

PUBLIC COMMENTS ON AGENDA ITEMS

None

PUBLIC HEARINGS

None

NEW BUSINESS

MOTION by Zuck, supported by C Zuzga to receive Site Plan Application #SPA21.01 for 310 West Oliver Dr, Chelsea Milling Company (Jiffy Mix).

Nelson stated that they are proposing a 15,900 sq ft addition that would add an additional loading bay. She further stated that the plan has been approved by the LDFA and that the storm water drainage plan has been approved by staff. Banfield stated that the site plan shows one additional loading door to the

south. Sue Dickinson, the consulting Engineer for Chelsea Milling, stated that it would be just to the east of the existing truck doors, and a new entrance to the building will be on the east.

On a roll call vote; ayes- Burke Smith, Banfield, Davis, Hall, Reed, Zuck, C Zuzga; nays- none;
MOTION CARRIED.

MOTION by Zuck, supported by C Zuzga to approve Site Plan Application #SPA21.01 for 310 West Oliver Dr, Chelsea Milling Company (Jiffy Mix).

Banfield stated that the City doesn't allow loading doors on the front of the building, but the Planning Commission can make an exception depending on the conditions. C Zuzga stated that she would make a friendly amendment to allow for them to have a front yard loading dock. Zuck stated that 80-90% of the buildings in the Old Brooks Industrial Park have front yard loading docks, so it fits the area.

On a roll call vote; ayes- Burke Smith, Banfield, Davis, Hall, Reed, Zuck, C Zuzga; nays- none;
MOTION CARRIED.

MOTION by Reed, supported by C Zuzga to receive Site Plan amendment #SPA21.02 for Oaklawn Hospital, 200 N Madison.

Nelson stated that they would like to do a 700 sq ft addition to the ER to accommodate changes mandated by the state.

On a roll call vote; ayes- Burke Smith, Banfield, Davis, Hall, Reed, Zuck, C Zuzga; nays- none;
MOTION CARRIED.

MOTION by Reed, supported by Zuck to approve Site Plan amendment #SPA21.02 for Oaklawn Hospital, 200 N Madison.

Joanna Tarkiewicz, Oaklawn Hospital, state that the last time the ER was renovated was in 2005 right at Albion's hospital was closed, and that things have changed since it was built including more codes that must be followed per the state. The addition would increase the number of mental health rooms from 1 to 4 and also add an additional Tier 1 trauma room. She further stated it would allow for a decontamination room with a special tank to contain the water, and allow for isolation rooms which are not currently available. This addition would also separate the ambulance traffic from the pedestrian traffic to increase safety, and that state code also requires a grade level entrance with a canopy for the ER, opposed to the current entrance with a grade difference.

Wolfersberger questioned if the air space regulation had been figured out by the City Attorney. Nelson stated that originally it was going to be an easement, but it has been decided to make it a license agreement instead. Nelson further stated that the overhang of the entrance will be over the City right of way not the street, so it would not impact truck traffic and no one should catch on it. Banfield questioned if the design would be similar to the glass canopy on the Madison side. Tarkiewicz stated that the beams would run differently for structural reasons, but the appearance would be similar. Banfield questioned if the license agreement dictated how far into the ROW was allowed. Nelson stated that it would and that they are working with the hospital to agree on a distance. Tarkiewicz stated that the current design appears to be about 5 feet off the property line, but if they were given a dimension to that they need to follow, they could give to the engineers and make it work.

Banfield questioned if there would still be sidewalk. Tarkiewicz stated that the sidewalk would run between the drop off lane and the building and that there would be bollards with lights to separate the

pedestrians from the vehicles. She further stated that it would be a drop off lane only and that parking would not be permitted. Banfield questioned how much room it left for pedestrian flow. Tarkiewicz stated that the minimum requirement is 5 feet as it needs to be wide enough to fit a gurney if needed.

Banfield stated that he was concerned that there was no distance from the bottom of the canopy beams to the ground listed on the plans. Tarkiewicz stated that the designer allows for a 15 foot clearance. Banfield stated that if a truck were to go down the road at the curb, that there may be an issue. Tarkiewicz stated that they wouldn't be any closer to the road than 5 feet for safety reasons. Banfield questioned if the approval should be contingent on a license agreement. Nelson stated that it should be and that it would be presented to council at the second meeting in May.

MOTION by Reed, supported by Zuck to approve Site Plan amendment #SPA21.02 for Oaklawn Hospital, 200 N Madison with the following conditions:

- 1) The canopy would be 5 ft from the curb.
- 2) The City and the petitioner come to an agreement for the airspace above the right of way.

On a roll call vote; ayes- Burke Smith, Banfield, Davis, Hall, Reed, Zuck, C Zuzga; nays- none;
MOTION CARRIED.

OLD BUSINESS

None

PUBLIC COMMENTS NOT ON AGENDA

None

REPORTS

Wolfersberger stated that council has been dealing with electric rates and are hoping to have their strategic planning meeting in June. He further stated that there are 4 new houses coming in on the North Side in addition to what's coming in on the south side of town.

Banfield stated that he had a comment from a resident out at Stuart Lake that there is a constant smell of marijuana. E Zuzga stated that they have been in talks with MPM and they have been running tests on different odor mitigation systems. Their first plan wasn't successful, but their second appears to be. He further stated that while they aren't actively looking for odor, if there is a complaint, they are taking it seriously and there is a caregiver operation out there that could be contributing to the smell. Banfield stated that the hospital was required to create a committee to determine what will be happening with some houses within the hospital district. He stated he was asked to be on the board, but after the first meeting he stepped down feeling it would be a conflict of interest with the Planning Commission. Wolfersberger stated that he had many questions on the agreement that came before council, including why the board wasn't created when the overlay district was created and why the city council or commissions can't know what their advisory board discusses.

ADJOURN

Planning Commission adjourned at 8:05 p.m.

Submitted by,

Michelle Eubank