

## **PLAN COMMISSION**

April 14, 2010

The Plan Commission convened and was called to order by Chairperson-Mayor Marsh.

Present at roll call were: Mayor Ron Marsh, Vice Chairperson Nate Klassy, Alderperson Keith Ingwell, William Bethke, John Frantz, Paul Sniff, and Ron Spielman. Also present were City Attorney Rex Ewald, Director of Public Works Kelly Finkenbinder, and Jim Zuber.

Purpose of Meeting:

1. Appoint replacement Secretary
2. Review and recommend to Judiciary and Ordinance Review Committee an Ordinance Amending Section 5-10.5-5 of the Monroe City Code: Permitted and Conditional Uses in the M-3 Industrial Park District
3. Discuss and possibly approve location, building and site plan for Zuber's Sausage Kitchen in Monroe (North) Business & Industry Park.

Motion made by Paul Sniff and seconded by Keith Ingwell to approve the minutes from the January 13, 2010 Plan Commission meeting. Motion made by Nate Klassy and seconded by Paul Sniff to approve the March 10<sup>th</sup>, 2010 Plan Commission minutes. Motion carried.

### **1. Appoint replacement Secretary.**

Need to appoint new Secretary. It could not be done at the last meeting because it was not on the agenda. Motion made by Keith Ingwell and seconded by Bill Bethke to appoint Stephanie Bachim as replacement Secretary of the Plan Commission. Motion carried.

### **2. Review and recommend to Judiciary and Ordinance Review Committee an Ordinance Amending Section 5-10.5-5 of the Monroe City Code: Permitted and Conditional Uses in the M-3 Industrial Park District.**

Attorney Rex Ewald stated that at the last meeting they talked about making the processing & packing of foods a conditional use in the Industrial Park Zoning and that's what this Ordinance accomplishes. Section 1 takes those descriptions out of permitted uses and then Section 2 puts the description that is contained there in as a conditional use. They are slightly different. The definition of retail sale was created in connection with the large scale retail ordinance which was adopted a couple years ago. The meaning of retail sale is resales of products manufactured, assembled on premises & the products incidental to that are conditional uses now, and then the except is expressly permitted in Sub Section A, which is the permitted uses section, examples are, manufacturing, processing, packing of food products, components of food products, and by-products is a conditional use. Attorney Rex Ewald added the except as expressly permitted because there are a couple of permitted uses, which could be food processing, breweries and winery and a bottling facility for soft drinks.

Director of Public Works Kelly Finkenbinder had asked Attorney Rex Ewald if the Conditional Use Ordinance would be in effect before the next Plan Commission meeting. Attorney Rex Ewald stated you have to have that as an Ordinance before they can pass that as a Conditional Use. The Ordinance should go to the Judiciary & Ordinance Review Committee on Monday, April 19<sup>th</sup>, 2010, then to City Council on Tuesday, April 20<sup>th</sup>, 2010. Then it would come back to the Plan Commission at the May 12<sup>th</sup>, 2010 meeting. Attorney Ewald stated that is has to be introduced at Council, then advertised twice before it can be a topic. The Ordinance should come back to the Plan Commission at the end of May, as the Zuber's would like to start building in June or July.

Motion made by Nate Klassy and seconded by Ron Spielman to approve to send the Ordinance Amending Section 5-10.5-5 of the Monroe City Code: Permitted and Conditional Uses in the M-3 Industrial Park District to the Judiciary and Ordinance Review Committee. Motion Carried.

**3. Discuss and possibly approve location, building and site plan for Zuber's Sausage Kitchen in Monroe (North) Business & Industry Park.**

Director of Public Works Kelly Finkenbinder presented an aerial map of the elevations of Zuber's Sausage Kitchen. He also handed out the floor plans of Zuber's Sausage Kitchen and an aerial map of the Industrial Park at this time.

Mr. Finkenbinder went over the building plans first. The only change is on the elevation sheet, which shows number 4 on the left side, it looks like a column sticking out on the end of the roof. There is a proposed cooler to be built approximately 27 feet wide & 15 feet deep there. It's shown on the previous set of plans as double line extensions on the upper left corner of the plans. Mr. Zuber is aware of the 4-foot brick or similar break in the front of the building, which is required by ordinance. Mr. Zuber is also aware of the landscaping requirements in the Industrial Park.

Mr. Finkenbinder went over the proposed site at this time. Mr. Zuber had preferred the northern most site on the aerial map. The Plan Commission had discussed keeping that area for a larger development & not to break that up if didn't need to be. Mr. Zuber looked at the other 2 proposed areas and has found that the most southern proposed site is what he would be interested in. The front of the building would be along the long dimension of the lot and the driveway would be along the cul de sac. Parking would be on the north side of the building and to the west as well. There would be one driveway for deliveries, customers, and employees to enter, which is off of the main road. Delivery trucks would be coming in off the east side. The driveway would be as far away from the intersection as possible. The freezer addition would be on the northeast front part of building. There would be enough room to have a 2-3 acre development and plenty of frontage.

Motion made by Nate Klassy and seconded by Keith Ingwell to approve the proposed location for Zuber's Sausage Kitchen in the Monroe (North) Business & Industry Park at the SE corner of North 29<sup>th</sup> Avenue and 3<sup>rd</sup> Street North. Motion carried.

Motion made by Nate Klassy and seconded by Bill Bethke to approve the site plan and the elevations of the building for Zuber's Sausage Kitchen. Motion carried.

Motion made by Keith Ingwell and seconded by Ron Spielman to adjourn. Motion carried.

Stephanie Bachim - Secretary