

City of Eaton Rapids

Planning Commission

Meeting Minutes, April 7, 2025

1. **Call to Order:** Chair Vanek called the meeting to order at 7:00 pm.

2. **Roll Call:**

NAME	PRESENT	ABSENT	NAME	PRESENT	ABSENT
Chair Vanek	X		Com Hiltz	X	
Vice Chair Baker	X		Com Wicker	X	
Secretary Tanner	Absent – Excused		Com Davis	X	
Com Wegner	X		Com Millington		X
Com Jobse	X				

Also present were Building Official Hummel and Financial Specialist Leigh Tyler.

3. **Approval of the Agenda:**

Vice Chairman Baker moved, Commissioner Hiltz seconded to approve the agenda as presented.

Motion carried.

4. **Approval of the February 3, 2024 Planning Commission Meeting minutes:**

The February meeting minutes will not be approved at this time. The Planning Commission has been tasked to look over the minutes and make additions or changes and will discuss them at the May meeting.

5. **Old Business: None**

6. **New Business:**

6A. Master Plan 5 Year update discussion – Chairman Vanek opened the floor for discussion on the Master Plan. He advised the commission that they can choose to revise the plan or completely rewrite it. The main topics of conversation to update the Master Plan are the tables, charts, and updating of the verbiage. Commissioner Wegner moved, Commissioner Wicker seconded to revise the current Master Plan with updates to the tables, charts, and revise some verbiage in the Plan. Motion Carried. Not all commissioners have had a chance to look at the Master Plan. Recording Secretary Leigh Tyler, stated that she will make copies for those who need a copy to review.

6B. Consider By-Law Amendments – There was discussion about the changes to the Bylaws. The Commissioners were asked to bring their recommendations to the May 2025 meeting.

7. **Public Comment:** Councilman William Steele was noticed and had the following comments: “Thank you Chairman Vanek, I am here for two reasons tonight. First, as a citizen, I believe in the value of this commission and the vital role and responsibility it has to the overall vision and operation of the City of Eaton Rapids and its future. Second, as a reporting conduit to the other four members of the council whose members also attend various other committees of the city, for the input that we rely

on to make informed decisions. It is also a duty of the council to provide this body with the necessary funds and equipment for you to perform your duties, which may include training and education opportunities, special studies from outside engineers, architects, environmental experts and other consultants when necessary and/ or prudent to do so. I would also like to thank Recording Secretary (Financial Specialist) Leigh Tyler for acting on the recommendations that I made a few months ago regarding identifying the officers in the heading of the meeting minutes.

As you consider amending your by-laws, I would like to add a recommendation for a wording change relative to SEC. 2 OFFICERS, Item A, that you add Secretary to the other appointed members in A as it is in the following items. Also, in Section 11 – ADOPTION AND AMENDMENT OF BYLAWS, the bylaws may be amended by a two thirds majority vote provided that the proposed amendment has been submitted in writing at the previous regular meeting”

New Planning Commissioner Bill Jobse was introduced and welcomed to the meeting.

8. **Correspondence:** None

9. **Reports:**

Building Official: LeRoy Hummel reports that a business has contacted him regarding opening a tattoo studio at 117 East Knight Street. The business is asking for Conditional Use and will come before the Planning Commission in May. Taco Bell has an option to purchase the old Stockbridge Bank building and they will present a site plan at our June meeting. The 400 Dexter project is moving along as planned. Allen Edwin built 12 houses in Eaton Rapids last year and they have all sold and they have purchased 5 more lots. O’Rielly’s Auto Parts is ready to pull their permit to start working on the old Rite Aid building at 715 South Main Street.

Zoning Board – Secretary Baker reported that at the March 17, 2025, Zoning Board of Appeals meeting, the variance for 400 Dexter (in reference to detached units) was approved.

Planning Commission – No Report

Commissioner Wegner moved, Commissioner Davis seconded that we adjourn the meeting at 8:32 pm. **Motioned Carried.**

Minutes Recorded by:

Leigh Tyler

Financial Specialist

City of Eaton Rapids