

**CITY OF ITHACA**  
**PLANNING COMMISSION MEETING MINUTES**

Tuesday, March 11, 2025 @ 5:00pm

The regular meeting of the Ithaca Planning Commission was called to order by Mayor Baublitz at 5:00pm, followed by the Pledge of Allegiance to the American Flag.

Present: Chair Richard Teal, Commissioners George Bailey, Mary Beth Mates, Jerry Timmons and Mayor Brett Baublitz

Absent: Commissioner Jared Macha

Staff Present: City Manager Jamey Conn and City Clerk Cathy Cameron

Audience Present: None

**Approval of Minutes**

Minutes from the Regular Meeting held December 10, 2024.

**Moved by Bailey, second by Baublitz to approve minutes of the regular meeting held December 10, 2024. Motion carried.**

**Public Comments**

Chair Teal asked for any public comments. There was none.

**Unfinished Business**

There was none.

**New Business**

Clerk Cameron presented the 2024 Annual PC & ZBA Report (*in compliance with the MI Planning Enabling Act*) for review.

**Moved by Timmons, second by Bailey to approve the 2024 Annual PC & ZBA Report as submitted, authorizing Clerk Cameron to present it to the City Council for their approval. Motion carried.**

Manager Conn presented the 2025-2031 Capital Improvement Plan for review. Discussion was held.

**Moved by Bailey, second by Mates to approve the 2025-2031 Capital Improvement Plan, authorizing Clerk Cameron to present it to the City Council for their approval. Motion Carried.**

**Public Comments**

There was none.

**Moved by Baublitz, second by Bailey to adjourn the meeting at 5:09pm. Motion carried.**

*Approved 5-13-2025*

*Cathy Cameron*

Cathy Cameron, Recording Secretary

**CITY OF ITHACA**  
**PLANNING COMMISSION MEETING MINUTES**  
Tuesday, May 13, 2025 @ 5:00pm

The regular meeting of the Ithaca Planning Commission was called to order by Chair Teal at 5:00pm, followed by the Pledge of Allegiance to the American Flag.

Present: Chair Richard Teal, Commissioners George Bailey, Jared Macha, Jerry Timmons and Mayor Brett Baublitz

Absent: Commissioner Mary Beth Mates

Staff Present: City Manager Jamey Conn and City Clerk Cathy Cameron

Audience Present: None

**Approval of Minutes**

Minutes from the Regular Meeting held March 11, 2025.

**Moved by Baublitz, second by Bailey to approve minutes of the regular meeting held March 11, 2025. Motion carried.**

**Public Comments**

Chair Teal asked for any public comments. There was none.

**Unfinished Business**

There was none.

**New Business**

Manager Conn presented a special use permit review for Brett Baublitz located at 508 South Jeffery Street. The proposed plan is for a 10'x20' accessory building. The existing eighty-square foot shed will be removed. This, along with an existing detached garage, will bring the total square footage to 1,096. A variance would be necessary for the 232 additional total accessory building square footage. Discussion was held.

Mayor Baublitz stated that he will abstain from the vote.

**Moved by Bailey, second by Timmons to approve the special use permit/variance for an accessory building at 508 South Jeffery Street. Motion carried.**

**Public Comments**

Commissioner Timmons reported that he will not be able to continue to serve on the Planning Commission, as he will be moving out of the area this summer.

**Moved by Baublitz, second by Macha to adjourn the meeting at 5:04pm. Motion carried.**

*Approved 6-10-2025*

*Cathy Cameron*

Cathy Cameron, Recording Secretary

**CITY OF ITHACA**  
**PLANNING COMMISSION MEETING MINUTES**  
Tuesday, June 10, 2025 @ 5:00pm

The regular meeting of the Ithaca Planning Commission was called to order by Chair Teal at 5:00pm, followed by the Pledge of Allegiance to the American Flag.

Present: Chair Richard Teal, Commissioners George Bailey and Mayor Brett Baublitz

Absent: Commissioners Jared Macha and Mary Beth Mates

Staff Present: City Manager Jamey Conn and City Clerk Cathy Cameron

Audience Present: Doug Dice, Ron Lupa, Bryan Lalone and Duane Lalone.

**Approval of Minutes**

Minutes from the Regular Meeting held May 13, 2025.

**Moved by Bailey, second by Baublitz to approve minutes of the regular meeting held May 13, 2025. Motion carried.**

**Public Comments**

Chair Teal asked for any public comments. There was none.

**Unfinished Business**

There was none.

**New Business**

Manager Conn presented a site plan review for Trinity Truck & Trailer located at 1311 E. Center Street. The proposed plan is for construction of a 50' x 300' parking lot for additional truck and trailer parking. The plan is to organize the trucks and trailers in this area. The owners stated that the parking lot would be constructed with crushed asphalt. The proposed plan includes water detention and country drainage. Discussion was held.

**Moved by Bailey, second by Timmons to approve the site plan for a 50' x 300' parking lot at 1311 E. Center Street, contingent upon the Drain Commissioners' approval of the site. Motion carried.**

Manager Conn presented a site plan review for Trinity Truck & Trailer located at 331 N. Industrial Parkway. The proposed plan is to widen access of the existing driveway; in addition, to construction a twelve foot high fence between the two buildings on the property to hide large truck parts and materials. Discussion was held. This is a positive direction assisting in cleaning up the original property located at 180 Industrial Parkway that faces the highway.

**Moved by Baublitz, second by Bailey to approve the site plan to widen the driveway access and construct a 12' fence at 331 N. Industrial Parkway. Motion carried.**

Manager Conn presented the Gratiot County Master Plan, requesting approval to forward onto city council. Discussion was held.

**Moved by Bailey, second by Baublitz to approve the Gratiot County Master Plan and submit to city council for their review. Motion carried.**

**Public Comments**

Chair Teal asked for any public comments. There was none.

**Moved by Bailey, second by Baublitz to adjourn the meeting at 5:10pm. Motion carried.**

*Approved 3-10-2026*

*Cathy Cameron*

Cathy Cameron, Recording Secretary