



**CITY OF ITHACA
PLANNING COMMISSION
Regular Meeting Agenda
Tuesday, August 11, 2026 @ 5:00pm
Rescheduled To:
Wednesday, August 19, 2026 @ 5:00pm**

1. Call to Order
2. Pledge of Allegiance to the American Flag
3. Approval of Minutes from the Regular Meeting of July 14, 2026
4. Public Comments *(regarding items on this agenda)*
5. Unfinished Business *(none)*
6. New Business
 - a) Site Plan Review - Commercial New Construction
 - a. 1200 S County Farm Drive
 - b) Special Use Permit - Accessory Building
 - a. 210 N Pine River
7. Public Comments
8. Adjournment

CITY OF ITHACA
PLANNING COMMISSION MEETING MINUTES

Tuesday, July 14, 2026 @ 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: Commissioners George Bailey, Meghan Downham and Mayor Brett Baublitz

Absent: Commissioner Richard Teal

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

Audience Present: Allan Pruss, Monument Engineering Group Associates Inc., Randy Hanna, Yatooma Oil and Vick & Kamash Rathaur, Ikonar Enterprises Inc. (dba The Keg).

Approval of Minutes

Minutes from the Regular Meeting held June 9, 2026.

Moved by Bailey, second by Downham to approve the minutes of the regular meeting held June 9, 2026. Motion carried.

Public Comments

Mayor Baublitz asked for any public comments. There was none.

Unfinished Business

There was none.

New Business

Manager Conn presented a commercial site plan review for Yatooma Oil & Ikonar Enterprises Inc (dba The Keg). to be constructed at 1126 E. Center Street. The proposed construction is for a new fuel station. The existing building will be demolished to accommodate the proposed plan for four (4) fuel pumps and canopy. Mr. Hanna reviewed the site plan with the commissioners. There will be entrances off Center Street and Commerce Drive. The parking lot for the Keg will have angled parking from the entrance off Center Street as a one way going east. The plan includes storm water management with a detention pond planned on the south side of the property. Discussion was held.

Moved by Bailey, second by Downham to approve the following variances:

- Existing building (The Keg) needs a variance for side yard setback of 5.3 ft. (existing)
- Existing building (The Keg) needs a variance for front yard setback of 28 ft. (existing)
- Canopy to be aligned with existing building (The Keg) needs same 28 ft. variance
- Parking buffer variance needed to improve the flow of traffic

to the commercial site plan as submitted for Yatooma Oil & Ikonar Enterprises Inc (dba The Keg), to be constructed at 1126 E. Center Street, contingent upon the Drain Commissioners approval. Motion carried.

Public Comments

Mayor Baublitz asked for any public comments. There was none.

Moved by Bailey, second by Downham to adjourn the meeting at 5:15pm. Motion carried.

Cathy Cameron, City Clerk

26-2428

☐ Rezoning ☐ Variance
☐ Special Use ☐ Land Division
☐ Site Plan Review ☐ Other

This application will not be accepted if incomplete. All required materials including Site Plan Reviews, must be submitted at least 10 business days prior to the next Planning Commission meeting. Planning Commission meetings are held on the second Tuesday of each month.

APPLICANT/OWNER INFORMATION

Name: JOE VERNON

Phone: 987-875-4570 Fax () _____ E-mail CLOE@SHULTSEQUIPMENT.COM

Address: 418 W. Center St., Ithaca, MI 48847

PROPERTY INFORMATION

Address or Location: 1200 S. County Farm Dr. Ithaca MI 48847

Permanent Parcel# 52-090-012-10

Current Zoning: Industrial

Property Size: 5.79 Ac

TYPE OF IMPROVEMENT and/or PROJECT

☒ New Construction ☐ Addition ☐ Alteration ☐ Repair ☐ Demolition ☐ Relocation

☐ Mobile Home Set-up ☐ Pre-manufacture ☐ Other_____

PROPOSED USE of BUILDING

Residential

☐ One Family
☐ Two or more family - # of units _____
☐ Hotel/motel - # of units _____
☐ Attached garage
☐ Detached garage
☐ Other _____

Non-Residential

☐ Amusement ☐ Office/bank
☐ Church, religion ☐ Public utility
☒ Industrial ☐ School/library
☐ Parking garage ☐ Store
☐ Service Station ☐ Tanks, towers
☐ Hospital, institution ☐ Other _____

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

I HEREBY GRANT PERMISSION FOR EMPLOYEES, STAFF, AND MEMBERS OF THE CITY OF ITHACA, PLANNING COMMISSION, BOARD OF APPEALS AND/OR ZONING ADMINISTRATOR TO ENTER THE ABOVE DESCRIBED PROPERTY (OR AS DESCRIBED IN THE ATTACHED DOCUMENTS) FOR THE PURPOSE OF GATHERING INFORMATION RELATED TO THIS APPLICATION.

Signature of Applicant 

Date 7/6/26

White – City Code Enforcement

Yellow – County Inspector

Pink – Applicant

24-Z 428

SEE GATE PLAN

Date received 7-7-26 Application Fee Paid \$ 300.00

Planning Commission or City Council Meeting Date: August 11th

☐ Denied (explanation) _____

Approved by: _____ Title: _____

District: _____

Use: _____

Front Yard: _____

Side Yard: _____ Side Yard: _____

Rear Yard: _____

White – City Code Enforcement

Yellow – County Inspector

Pink – Applicant

SITE LOCATION

NTS*

SHULTS EQUIPMENT CO.
Property Details: 52-090-012-10

Property Address
1200 S COUNTY FARM DR
ITHACA, MI, 48847

Owner Address
VERNON INDUSTRIAL PROPERTIES LLC
418 W CENTER ST
ITHACA, MI 48847

SOUTH ITHACA RENAISSANCE INDUSTRIAL PARK



SHEET DESCRIPTION:

TITLE SHEET

PROJECT TITLE:

SHULTS EQUIP. CO. SHOP

DRAWINGS PROVIDED BY:

DICE EXCAVATING INC.

DATE:

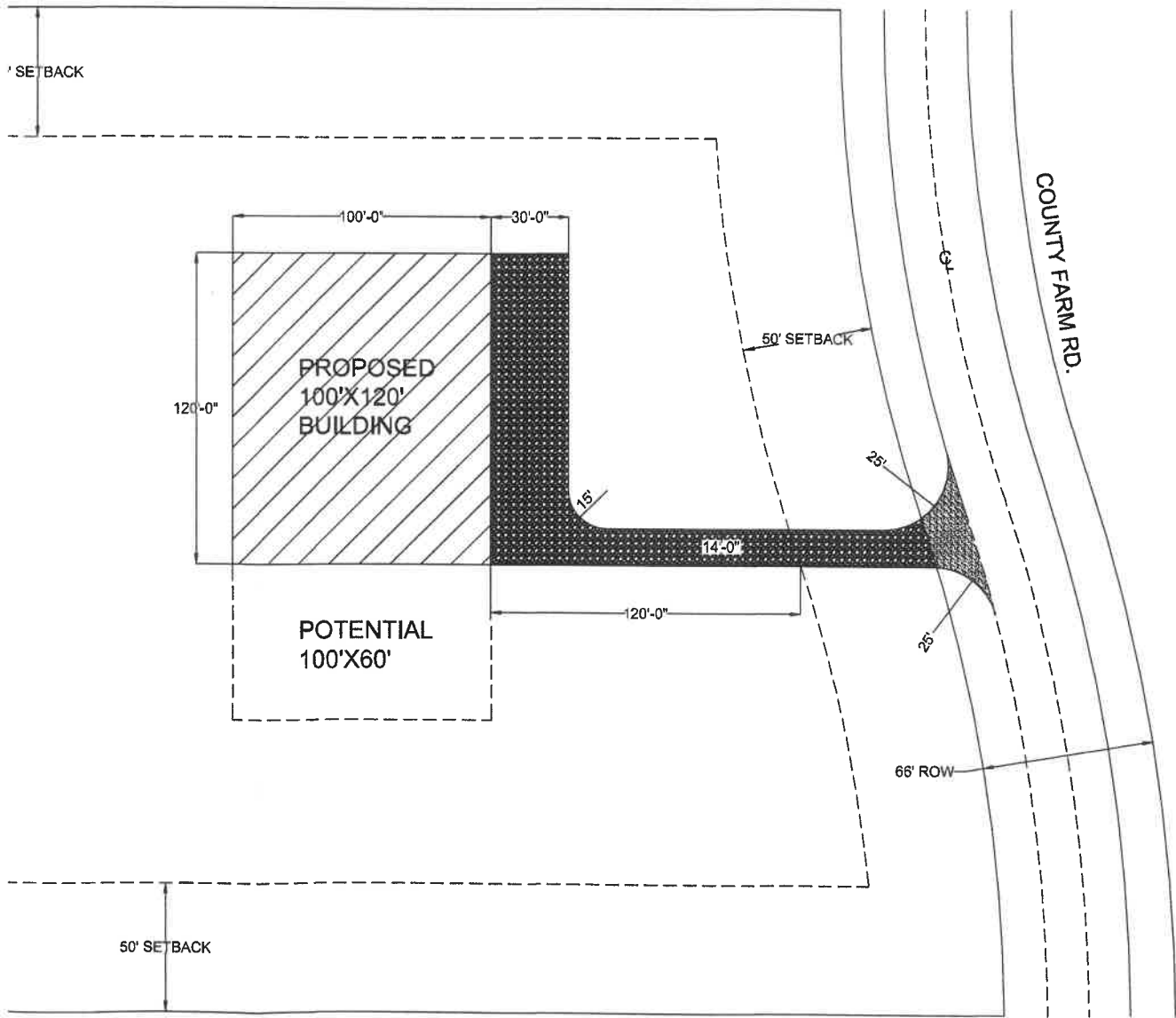
JUN. 2026

SCALE:

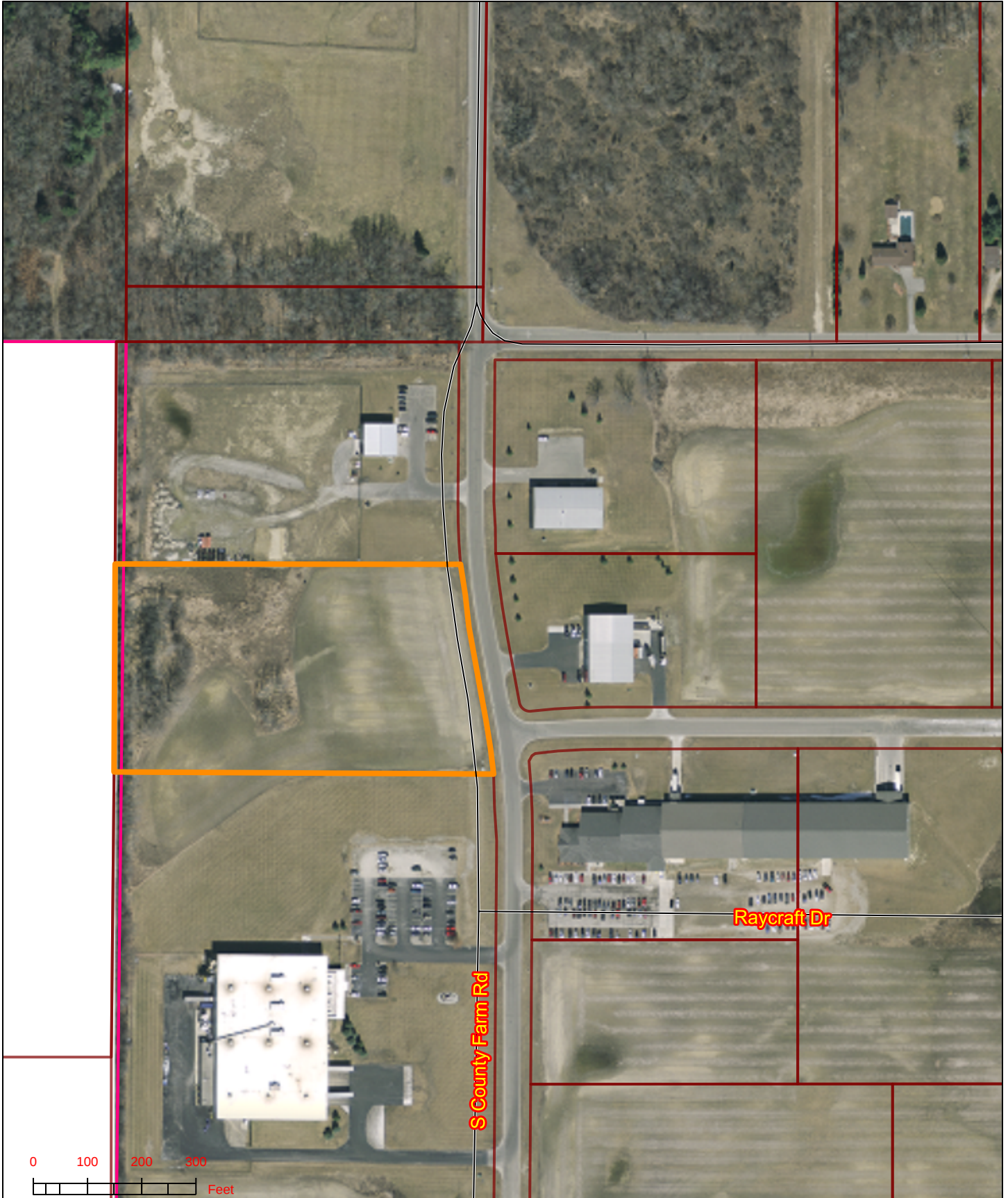
1"=40'

SHEET:

T-01



210 N PINE RIVER



1200 County Farm Road

100' x 120' building

14.07:4.

Minimum yard setbacks:

(a)

Front yard. There shall be a front yard of not less than 20 feet. If any portion of the front yard is used for parking, the off-street parking requirements of Article [27](#) shall be met, and the **front 10 feet shall be planted and landscaped except for necessary entrance drives.**

- All side and rear yard setbacks are met on the proposed location

14.07:3.

Maximum building height: 30 feet

27.02:3.

Such parking lots shall be hard-surfaced with concrete or plant-mixed bituminous material as identified in § [22.01](#) and maintained in a usable dustproof condition, and shall be graded and drained to dispose of surface water in accordance and conformance with the requirements of the City engineer; provided, however, that where access to the parking area is from an unpaved roadway, a durable, dustless surface may be permitted. No surface water shall be allowed to drain onto adjoining private property

Recommendation is for approval with the three items above being met.

Jamey Conn
Zoning Administrator
City Manager

26-2430
CITY OF ITHACA ZONING APPLICATION

Application for:

- ☐ Rezoning ☐ Variance
☐ Special Use ☐ Land Division
☒ Site Plan Review ☐ Other

This application will not be accepted if incomplete. All required materials including Site Plan Reviews, must be submitted at least 10 business days prior to the next Planning Commission meeting. Planning Commission meetings are held on the second Tuesday of each month.

APPLICANT/OWNER INFORMATION

Name: DIANE M RICE
Phone: (989-388-8678) Fax () E-mail _____
Address: 210 N PINE RIVER ST , ITHACA MI 48847

PROPERTY INFORMATION

Address or Location: 210 N PINE RIVER ST
Permanent Parcel#: 5201005400
Current Zoning: RESIDENTIAL
Property Size: .038 ACRES

TYPE OF IMPROVEMENT and/or PROJECT

- ☒ New Construction ☐ Addition ☐ Alteration ☐ Repair ☐ Demolition ☐ Relocation
☐ Mobile Home Set-up ☐ Pre-manufacture ☐ Other _____

PROPOSED USE of BUILDING

Residential

- ☐ One Family
☐ Two or more family - # of units _____
☐ Hotel/motel - # of units _____
☐ Attached garage
☒ Detached garage
☐ Other _____

Non-Residential

- ☐ Amusement ☐ Office/bank
☐ Church, religion ☐ Public utility
☐ Industrial ☐ School/library
☐ Parking garage ☐ Store
☐ Service Station ☐ Tanks, towers
☐ Hospital, institution ☐ Other _____

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

I HEREBY GRANT PERMISSION FOR EMPLOYEES, STAFF, AND MEMBERS OF THE CITY OF ITHACA, PLANNING COMMISSION, BOARD OF APPEALS AND/OR ZONING ADMINISTRATOR TO ENTER THE ABOVE DESCRIBED PROPERTY (OR AS DESCRIBED IN THE ATTACHED DOCUMENTS) FOR THE PURPOSE OF GATHERING INFORMATION RELATED TO THIS APPLICATION.

Signature of Applicant Diane M. Rice Date 7/10/2026

White – City Code Enforcement

Yellow – County Inspector

Pink – Applicant

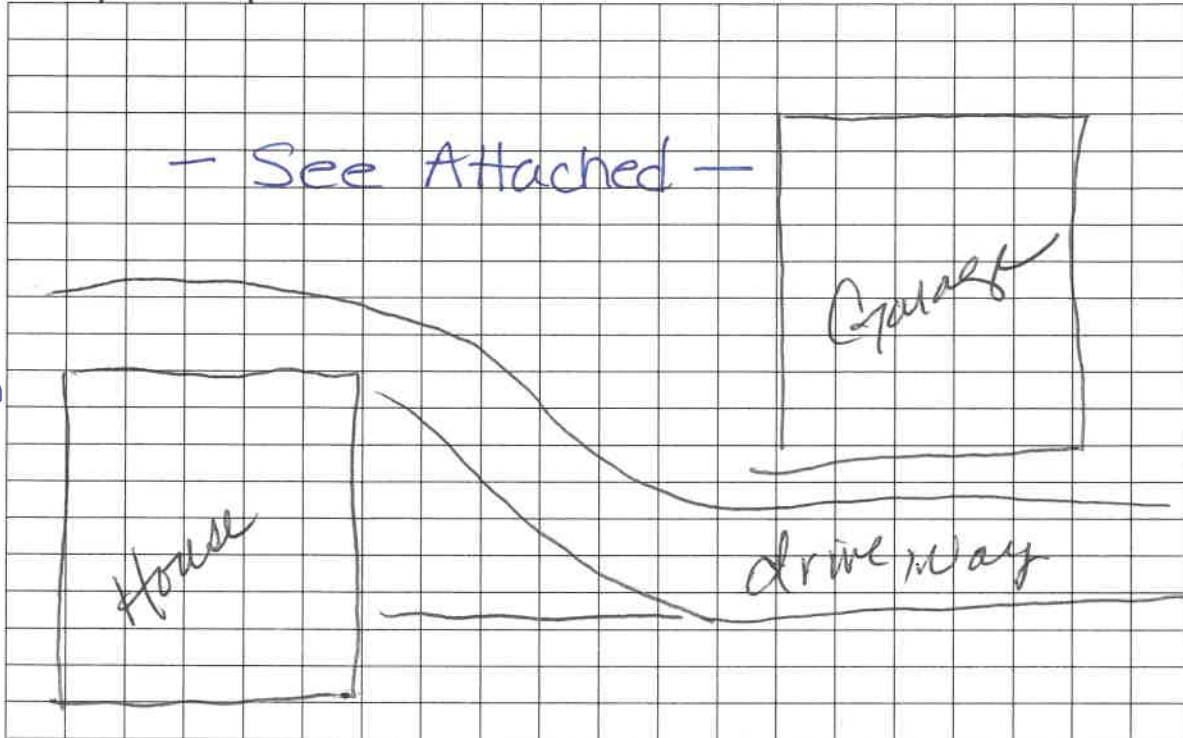
26-2430

DESCRIPTION OF PROPOSED USE/REQUEST (Attach explanation letter with setbacks)

**Please provide sketch plan below

N

Went Pine River



cast

DO NOT WRITE BELOW THIS LINE

Date received 7-14-26

S

Application Fee Paid \$ 150.00

Submitted Materials: ☒ Site Plan ☒ Application ☐ Legal Description

Planning Commission or City Council Meeting Date: _____

Approved for: ☐ Rezoning ☐ Variance ☐ Site Plan ☐ Special Use ☐ Meets current zoning

☐ Denied (explanation) _____

Approved by: _____ Title: _____

Zoning Plan Examiners Notes

District: _____

Use: _____

Front Yard: _____

Side Yard: _____ Side Yard: _____

Rear Yard: _____

Notes: _____

White – City Code Enforcement

Yellow – County Inspector

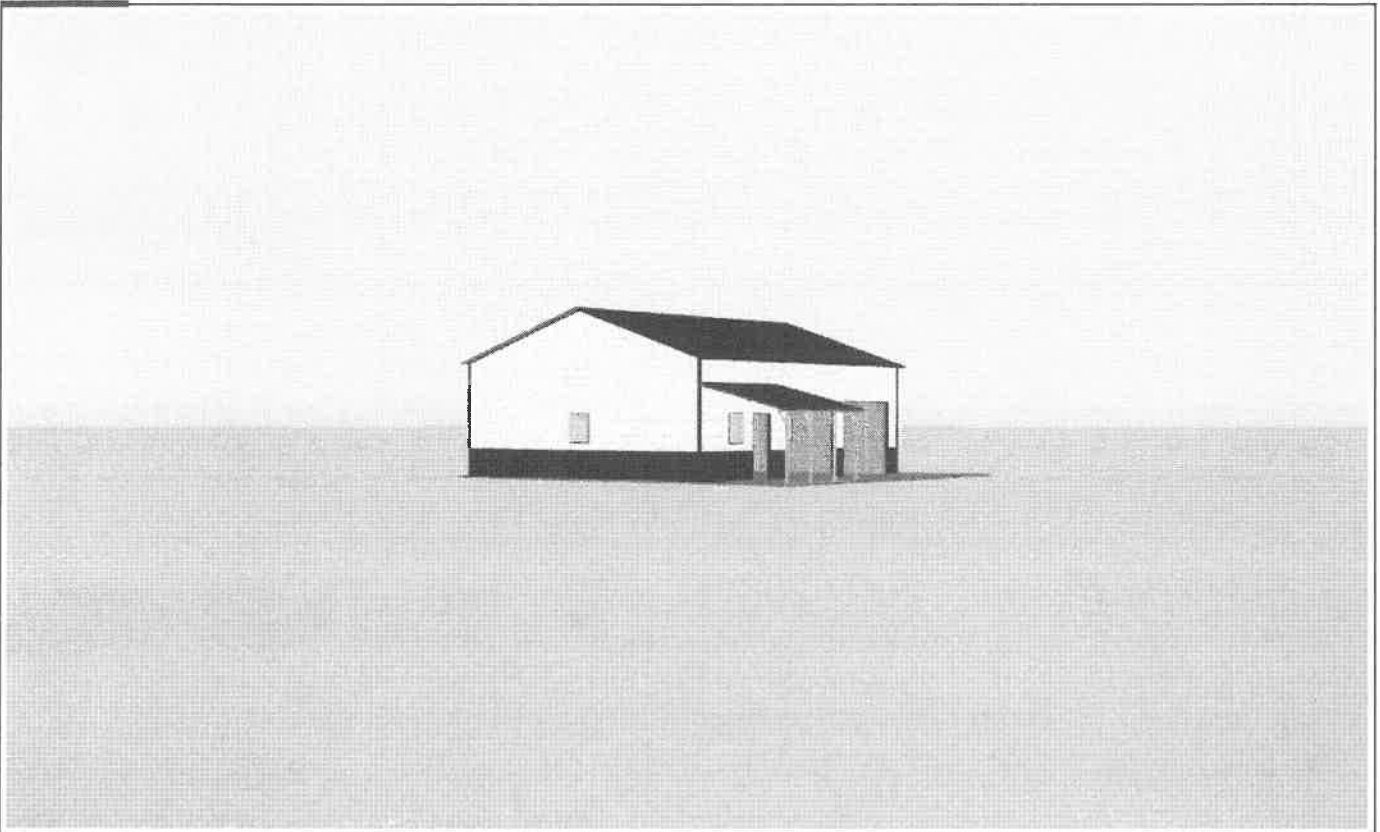
Pink – Applicant

 Garage Door
 Garage Door Frameout
 Walk in Door
 Walk in Door Frameout
 Windows
 Windows Frameout
 Open Wall

 Close Wall
 Distance
 Storage Length (Utility)
 Cupola

Joe Hunt
Diane
Rice

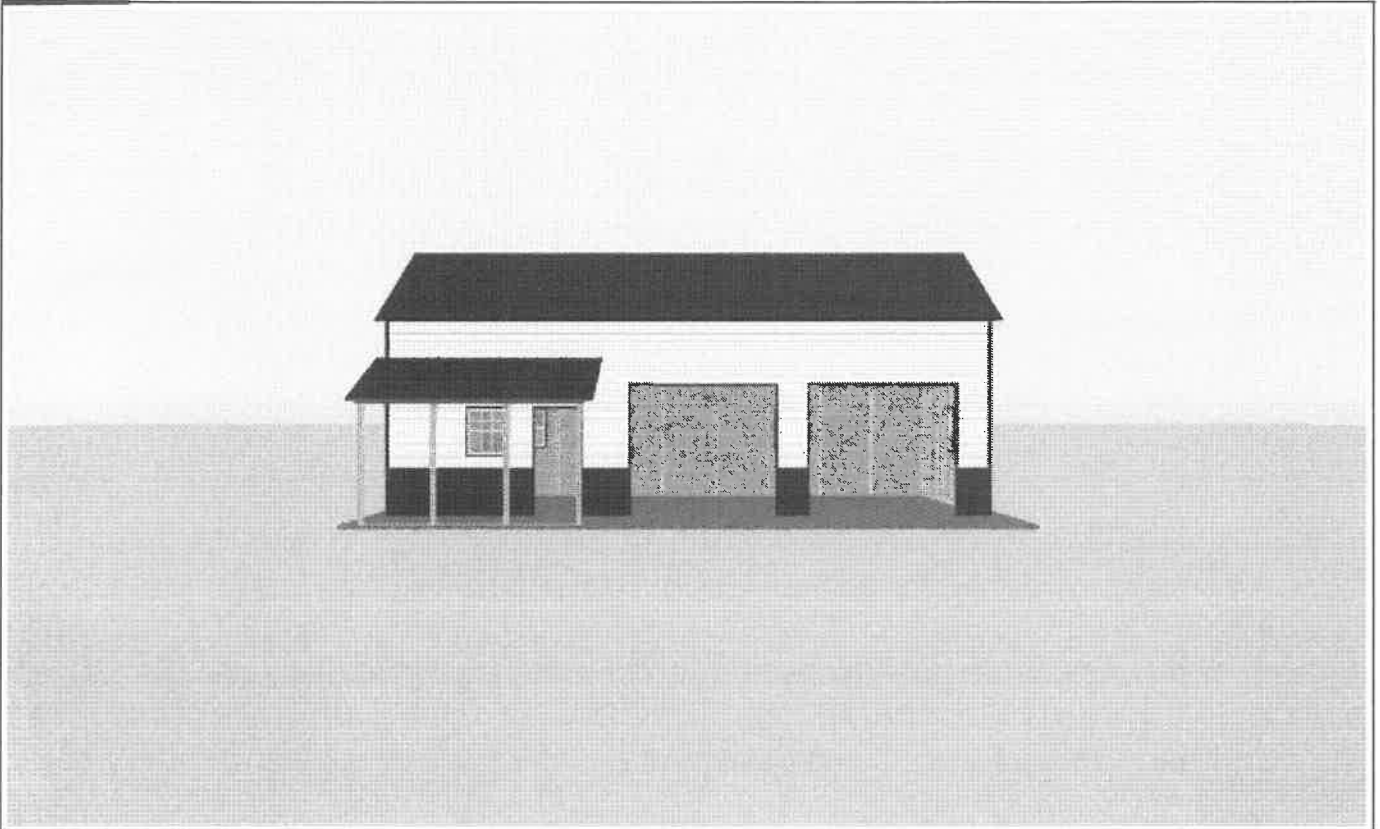
BUILDING VIEW



FRONT

*for Hunt
Diane
Rice*

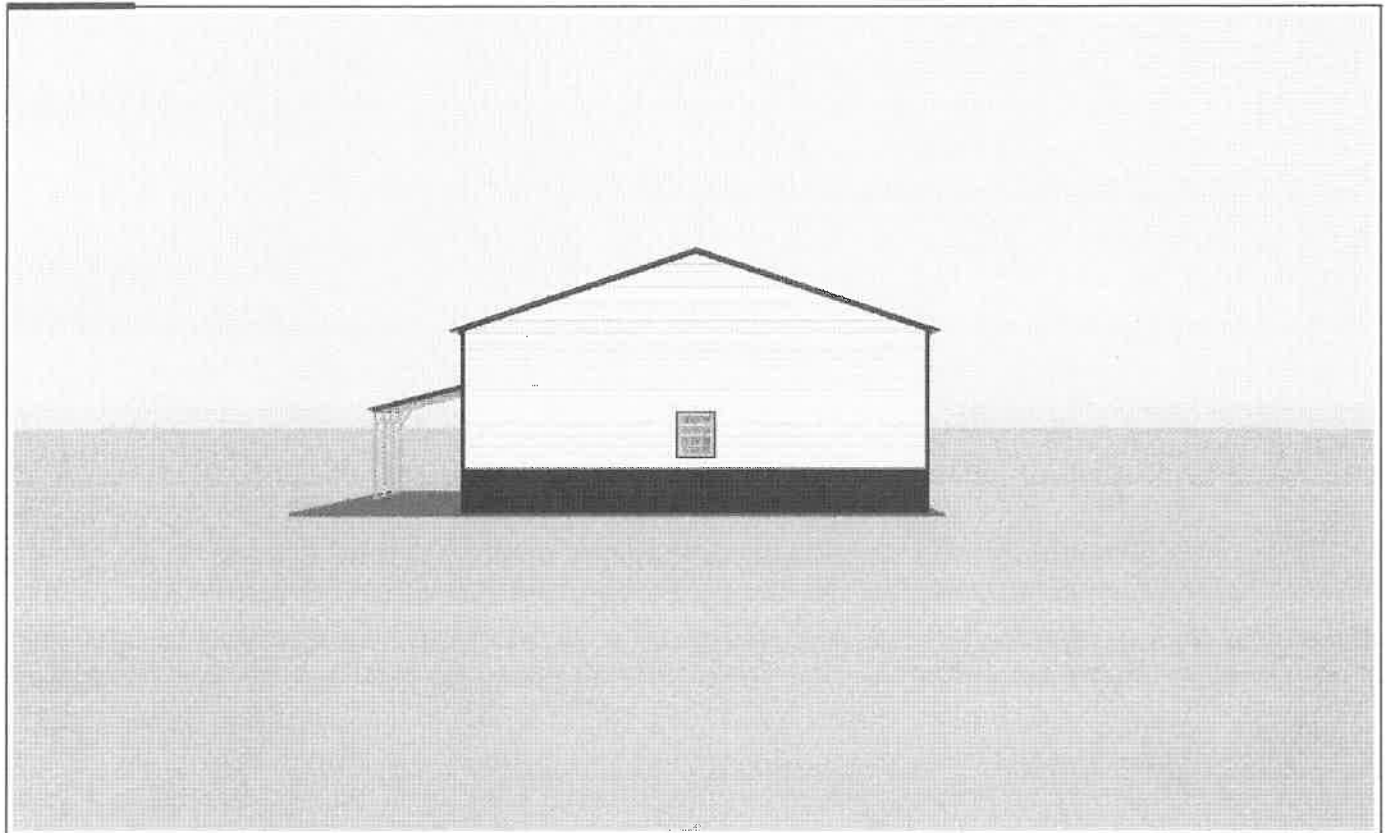
BUILDING VIEW



RIGHT

Gal Hunt
Diane
Rice

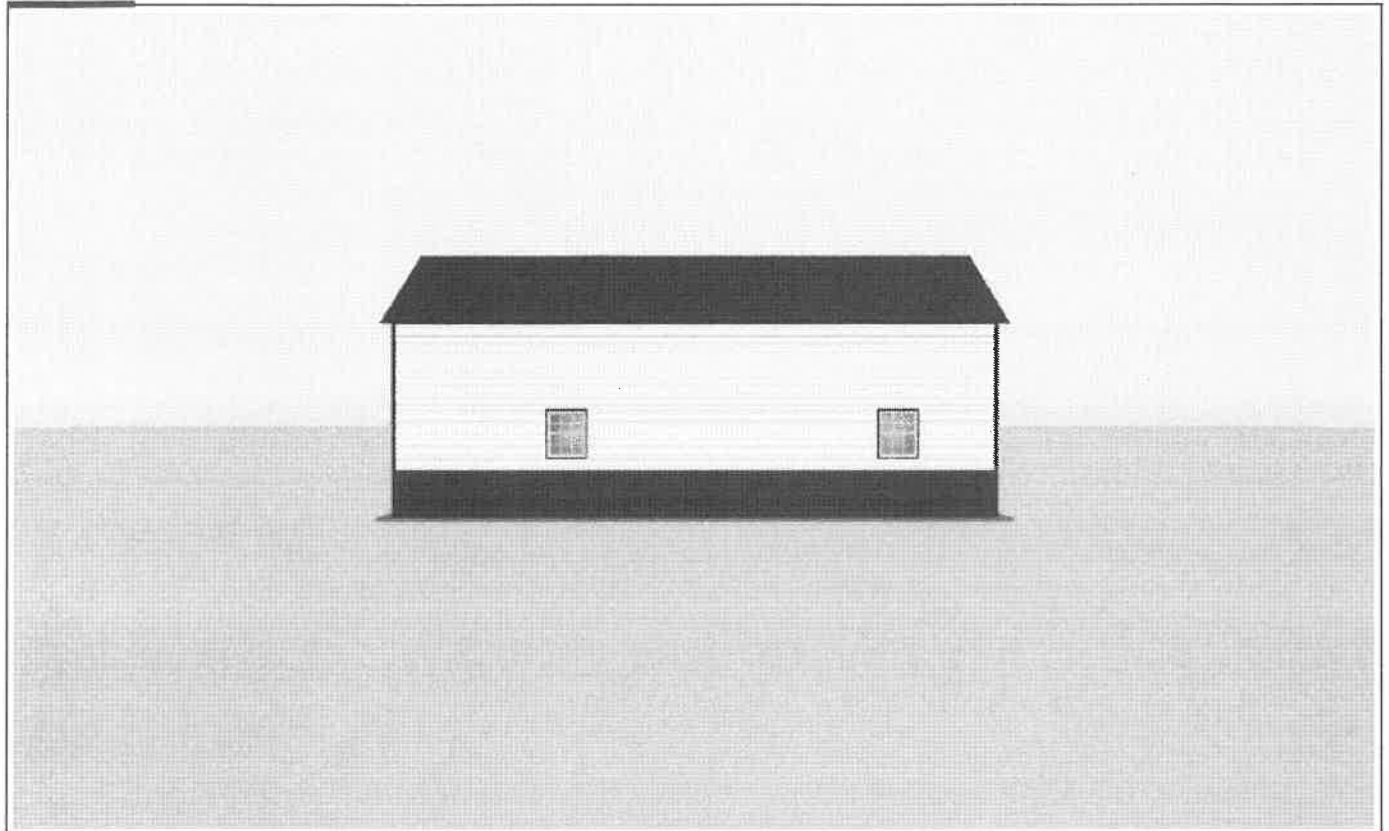
BUILDING VIEW



BACK

*for Hunt
Diane
Rice*

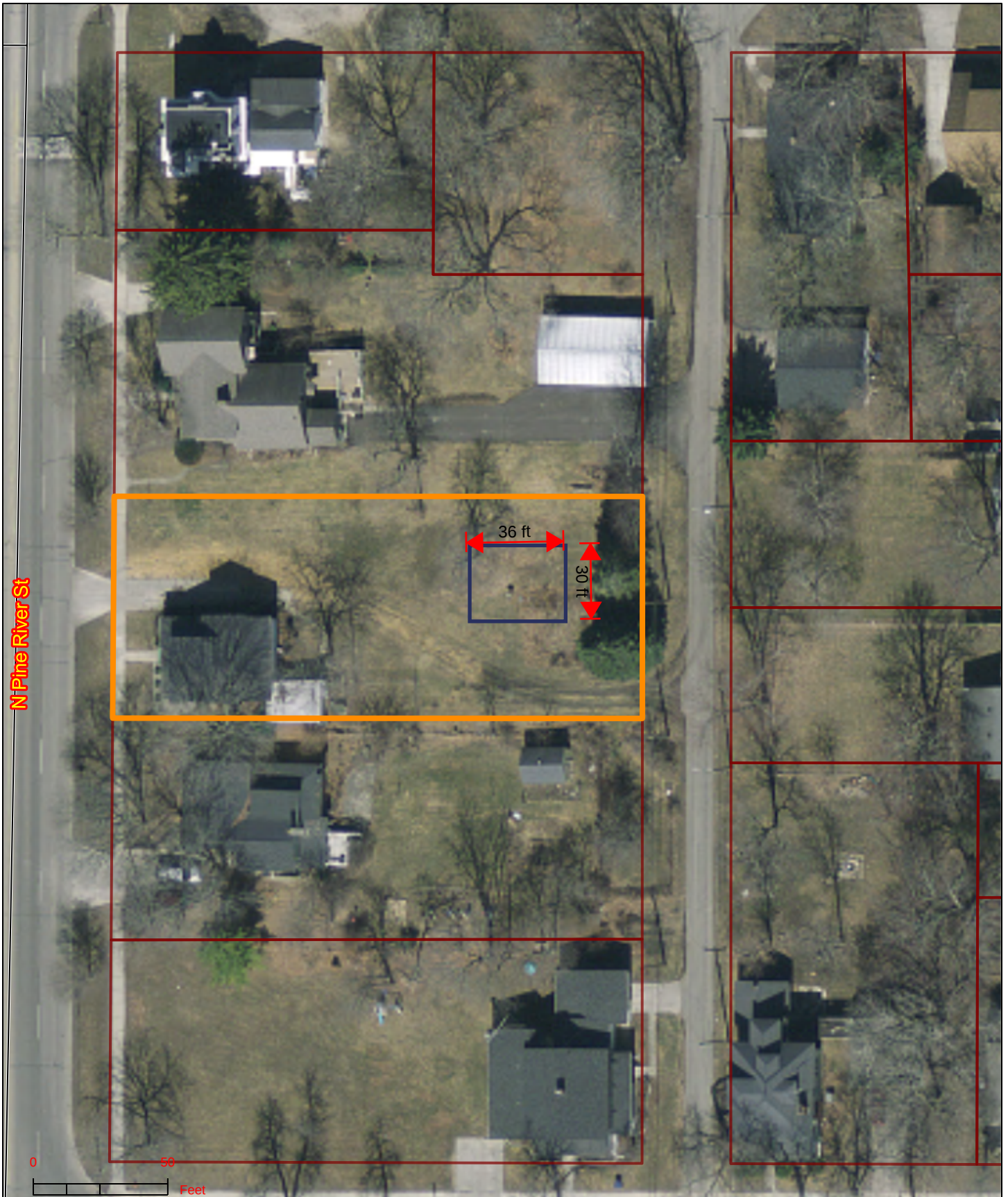
BUILDING VIEW



LEFT

*for Hunt
Diane
Rice*

210 N PINE RIVER



210 N. Pine River St.

Pole Building (36 x 30)

1080 square feet

A variance of 216 square feet is being requested for the total accessory building. The maximum without a variance is 864 square feet.

The lot coverage would come to 14.6% coverage after adding the accessory building, keeping under the 15% lot coverage currently allowed without a variance.

Neighbor to the North has a 960 square foot accessory building.

Staff recommendation is to approve the variance. It is not out of character for the surrounding neighborhood, and the lot has the space to accommodate the additional square footage.

Jamey Conn
Zoning Administrator
City Manager