Planning Commission Meeting Minutes
Village of Clarksville
September 17, 2026

The meeting was called to order by vice chair Stank at 7:02 pm.
Pledge of Allegiance was recited.
Verified there was a quorum.
Commissioners Present: Vice Chairperson Kellie Stank, Secretary Diane Sheldon, Kaitlin Mossner, Olivia Kent
Absent: Chairperson John Jewell, Jason Cappon, Ex officio Member – Bonnie Main
Public Comment: non-agenda items: None.
Approval of Meeting Agenda: Motion by Kent 2nd Mossner voice vote passed.
Approval August 2026 Minutes: Motion by Mossner 2nd by Kent voice vote passed.
Reports: N/A
Unfinished Business:

1. Master Plan Update: Submitted to & approved by council, only formatting adjustments needed. Schedule Public Hearing at Planning Commission meeting date Nov 19 2026.
2. Review Zoning: Parking illustrations that match parking ordinances have been set to council. Verify all changes to zoning ordinance before we hold the zoning public hearing.
3. Hall Upstairs Storage: Cappon communicated to Stank he has evaluated size of shelving units to match size of storage totes. Has cost, will submit to council.

New Business:

1. PC Chairperson John Jewell submitted resignation. Motion by Sheldon 2nd by Mossner to appoint Stank as PC chairperson voice vote passed. Motion by Mossner 2nd by Sheldon to appoint Kent as Vice chairperson voice vote passed.
2. Tree lighting Ceremony: Stank will work with Jewell to finalize Santa details and fire dept. for firetrucks for tractor parade. Kent to create a schedule for tree lighting workers for Oct 2026 meeting. Bright Lights LLC in Ionia quoted for building lighting & lights on poles. Council communicating to main street business the opportunity to use Bright Lights LLC. Kent has holiday decorations to donate.
3. I-96 Village Sign: Sign is ready, I-96 exit ramp area at Timpson's in no longer available. Reach out to R&R Towing about placing the sign on their property near exit ramp. Postpone to October 2026.

Committee Reports:

1. Village Park: Get quotes for future playground upgrade options slide and climber to consider for 2027 budget. Reser family donated a historic school bell, explore proper installation of and possible village locations.
2. 2026 Village Event Planning: Concentrate on tree lighting 1st. Postpone Pancakes in the park to January 2027

Commissioner Comments: Reach out to village residents PC commissioners needed.
Meeting adjourned by PC Chairperson at 7:40pm
The next planning commission meeting will be held on Thursday October 15, 2026 at 7:00 PM

Prepared by Diane Sheldon, Secretary