

**VILLAGE OF MAYBEE, MICHIGAN  
PLANNING COMMISSION MEETING MINUTES**

9043 RAISIN ST  
P.O. BOX 36  
MAYBEE, MI 48159  
JANUARY 6TH, 2025 @ 6:00pm

**MEETING WAS CALLED TO ORDER AT 6:00 pm**

**OPENED WITH THE PLEDGE OF ALLEGIANCE @ 6:05 pm**

**PLANNING COMMITTEE MEMBERS PRESENT:**

JEFF GERWECK (X), ANDREA BOERTJE: (X), BRANDON WAGNER: (X), TOBIE FITCH: (.), MATT GRAMLICH: (X).

**CHAIR:** JEFF GERWECK: (X), **VICE CHAIR:** MATT GRAMLICH (X).

**PLANNING COMMITTEE MEMBERS ABSENT:** TOBIE FITCH, BRANDON WAGNER ARRIVED LATE TO THE MEETING AT 6:30, RIGHT AROUND THE START OF NEW BUSINESS.

**REVIEW AND APPROVAL OF THE AGENDA:** J. GERWECK MADE THE FIRST MOTION, M. GRAMLICH MADE THE SECOND MOTION TO APPROVE. **MOTION CARRIED 3-0.**

**REVIEW AND APPROVAL OF THE LAST MEETING MINUTES ON JULY 16, 2025.**

J. GERWECK MADE THE FIRST MOTION, M. GRAMLICH MADE THE SECOND MOTION TO APPROVE THE MINUTES. **MOTION CARRIED 3-0.**

**OLD BUSINESS:**

REFLECT ZONE OUTCOME FROM THE LAST APPROVAL OF THE PROPERTY SPLIT

- J. GERWECK FIRST MOTION, M. GRAMLICH MADE THE SECOND MOTION.  
**MOTION CARRIED 3-0**

**NEW BUSINESS:**

**LIBRARY REZONING - UPDATED LIBRARY & ADJACENT GARAGE (BICCUM PROPERTY), LIBRARY FUTURE PLAN WITH BUILDING, DISCUSS/REVIEW OF VILLAGE MASTER PLAN**

1. LIBRARY REZONING – THE PLANNING COMMISSION APPROVES THE PROPOSED PROPERTY LINES. CLARIFICATION IS REQUESTED ON WHETHER THE PARCELS WILL REMAIN AS FOUR INDIVIDUAL TAX-EXEMPT PROPERTIES OR BE COMBINED INTO A SINGLE PARCEL.
2. THE LIBRARY WILL ACCEPT THE BUILDING IN ITS CURRENT CONDITION, WITH THE UNDERSTANDING THAT IT WILL NEED TO BE BROUGHT UP TO CODE FOR FUTURE USE. THE PLANNING COMMISSION IS REQUESTING A PLAN AND GENERAL TIMELINE FROM THE LIBRARY EXPLAINING HOW THEY INTEND TO BRING THE BUILDING UP TO CODE, THE MAIN STEPS THEY PLAN TO TAKE, AND AN APPROXIMATE TIMEFRAME FOR EACH STEP.
3. THE LIBRARY WILL NEED SUBMIT A LETTER ACCEPTING THESE CONDITIONS SO THAT ALL PARTIES ARE ON THE SAME PAGE.

**-BICCUM PROPERTY SPLIT/LIBRARY RE-ZONING:**

M. GRAMLICH MADE THE FIRST MOTION, B.WAGNER MADE THE SECOND MOTION TO ALLOW THE REZONING AND PROPERTY SPLIT OF THE BICCUM PROPERTY FROM THE LIBRARY. **MOTION CARRIED 4-0.**

**-LIBRARY MOTION TO ACCEPT PROPERTY AS IS**

M. GRAMLICH MADE THE FIRST MOTION, B.WAGNER MADE THE SECOND MOTION TO ALLOW THE LIBRARY TO ACCEPT THE BUILDING AND MOVE FORWARD WITH THE DONATION OF PROPERTY. **MOTION CARRIED 4-0**

**-LIBRARY TO COME BACK WITH ACCEPTANCE OF PROPERTY AS IS AND FUTURE PLAN**

M. GRAMLICH MADE THE FIRST MOTION, B.WAGNER MADE THE SECOND MOTION. **MOTION CARRIED 4-0**

**- MASTER PLAN REVIEW**

DISCUSSED REVIEWING THE MASTER PLAN AND UPDATING IT. THE COMMISSION AGREED THAT THERE IS LIKELY A MORE UP-TO-DATE MASTER PLAN THAT WAS NOT AVAILABLE AT THIS MEETING. BASED ON THE INFORMATION WE CURRENTLY HAVE, WE AGREED THAT THE MASTER PLAN SHOULD BE REVIEWED BY A THIRD-PARTY FIRM TO IDENTIFY WHAT IS OUT OF DATE AND WHAT IS NEEDED TO MEET CURRENT STANDARDS AND THE FUTURE NEEDS OF THE VILLAGE. J. GERWECK AND A.BOERTJE STATED THAT THEY HAVE SEEN A MORE UP-TO-DATE MASTER PLAN AND BELIEVE WE SHOULD WAIT AND SEE IF IT CAN BE FOUND BEFORE MOVING FORWARD. ALL AGREED AND MOTIONED 4-0

**PLANNING COMMISSION MEMBERS COMMENTS:**

DISCUSSED THE LIBRARY FUTURE AND WHERE THE VILLAGE IS IN THE FUTURE OF THE LIBRARY

1. THE COMMISSION DISCUSSED WHETHER THERE IS ANY FLEXIBILITY FOR THE LIBRARY SYSTEM OR THE VILLAGE TO ASSIST ONE OF THE PARTIES, FOR EXAMPLE, BY PROVIDING ACCESS TO DRY STORAGE OR OTHER ACCOMMODATIONS, AS PART OF A MUTUALLY BENEFICIAL ARRANGEMENT THAT WOULD ALSO SUPPORT THE LIBRARY'S NEEDS.

**PUBLIC COMMENTS:**

NO PUBLIC PRESENT AT THIS MEETING.

**Next Meeting: Wednesday, MARCH 3RD, 2026**

**MEETING ADJOURNMENT:**

- A. BOERTJE MADE THE FIRST MOTION, M. GRAMLICH MADE THE SECOND MOTION TO ADJOURN THE MEETING AT 7:40 PM.

**RESPECTFULLY SUBMITTED:**

**BRANDON WAGNER: SECRETARY**

**SUBMITTED DATE: 1-12-2026**

**APPROVAL DATE:**