VILLAGE OF SHELBY
PLANNING COMMISSION
January 20, 2026 at 6:00 P.M.
MEETING PROCEEDINGS

1. CALL TO ORDER:

The Village of Shelby Planning Commission Meeting was called to order at 6:04 P.M. by Chairperson Ross Field.

2. ROLL CALL:

Answering Roll Call: Samantha Gottschalk, Paul Inglis, Ross Field, John Sutton, and Tim Horton.
Staff Present: Village Administrator, Phil Morse and Clerk/Treasurer Miraya Gissell Diaz.

3. PLEDGE OF ALLEGIANCE: All stood for the pledge.

4. MINUTES:

a.) November 18, 2025

Paul Inglis moved to approve the minutes of the Planning Commission meeting of November 18, 2025 as prepared.
Seconded by: Samantha Gottschalk.

Voice Vote: All in favor.
Motion Carried.

5. PUBLIC HEARINGS:

a.) Master Plan 2025

Paul Inglis moved to open the Public Hearing at 6:07 P.M. to discuss the 2025 Village of Shelby Master Plan.
Seconded by: John Sutton.

Voice Vote: All in favor.
Motion Carried.

Members of the Planning Commission reviewed written correspondence from Sharon Hallack regarding the Master Plan 2025. After discussion, the Planning Commission identified minor language revisions, and agreed to enhance the language to page 69, under Parks and Recreation Improvements, in the subsection Parks, as follows:

The master plan envisions a comprehensive approach to enhancing park amenities and expanding recreational opportunities across the community. Key enhancements to Getty Park took place in 2024 such as the installation of restroom facilities, picnic pavilions, pickleball, tennis, and basketball courts, an outdoor gas fireplace, garbage receptacles and other amenities to maintain cleanliness and environmental stewardship, and additional seating such as benches, with improve

accessibility and comfort for park visitors at Getty Park. The new park has incorporated a variety of active and passive recreation spaces, playgrounds, and designated areas for conservation and passive recreation. Even with the newly renovated park, the Shelby community would like to improve the Rail Trail Pavilion along similar lines. The introduction of youth and senior recreation programs will foster inclusive activities for all ages, while dedicated trails and walking paths will encourage outdoor activity and community engagement.

There being no additional public comment, Paul Inglis moved to close the Public Hearing at 6:35 P.M. Seconded by: Tim Horton.

Voice Vote: All in favor.
Motion Carried.

6. COMMISSION ADMINISTRATIVE BUSINESS:

a.) Review – Zoning Diagnostic

Members of the Planning Commission discussed the memorandum regarding the Zoning Diagnostic for the Zoning Ordinance Update. The document outlines McKenna's process for analyzing the current Zoning Ordinance and the steps involved in the Zoning Ordinance Update.

7. REPORTS: None.

8. PUBLIC COMMENT: None.

9. MEMBER DISCUSSION: None.

10. ADJOURNMENT: There being no further business to come before the Planning Commission, Ross Field adjourned the meeting at 7:03 P.M.

Planning Commission Meeting minutes are not official until approved at the next Regularly Scheduled Planning Commission Meeting of March 17, 2026.

Approved ☒

Minutes Respectfully Submitted by Miraya Gissell Diaz Clerk/Treasurer

03/17/2026
Date