

January 28, 2026

The Malcolm Planning Commission meeting was called to order at 7:00 p.m. Members present: Evan Gunn; Nadine Link, Sandy Streeter, Shelby Sidel and Trevor Cotton. Members absent: Ritze, Teten.

It was noted that the Open Meetings Law is posted and located on the east wall of the Village Hall.

Teten arrived at 7:05

The minutes of the October 28, 2025, meeting were reviewed. Link moved to approve the minutes, seconded by Gunn. Chairman called for the vote recorded as follows; AYE: Gunn, Link, Teten. Streeter; NAY: None. Motion carried 4-0. Members absent: Ritze. Members abstained Sidel and Cotton.

VISITOR PERIOD: None

NEW BUSINESS:

1. Building Permit for 130 E. 2nd Street – Remodel/Replace Utilities – Jeff & Hope McDonald re-submitted a building permit to continue work at 130 E. 2nd Street. The original permit was approved years ago, but has since expired, therefore a new building permit is required to continue the work at 130 E. 2nd Street. After further review, this permit is approved contingent on the outcome of the meeting between the Village Inspector; the new contractor and homeowners, and a report from the Village Inspector must be submitted to the Village Board. Streeter made a motion to approve the permit. Sidel seconded the motion. Chairman called for the vote: AYE: Gunn, Link, Teten, Streeter, Cotton, Sidel. NAY: None. Motion carried 6-0: Members absent; Ritze
2. Building Permit for 510 South Lincoln – new Shed. Darryl & Charlotte Whisenhunt submitted a building permit for a new shed. After further review Cotton made a motion to approve the permit contingent on the set back of the shed on the south property line, Teten seconded the motion. Chairman called for the vote: AYE: Gunn, Link, Teten, Streeter, Cotton, Sidel. NAY: None. Motion carried 6-0. Members absent: Ritze.
3. A sign permit was submitted by Charlotte Whisenhunt to put signs up around town for “Activities Galor” a summer-time outings camp that Charlotte provides for school aged kids. Streeter made a motion to approve the permit, Teten second the motion. Chairman called for the vote: AYE: Gunn Link, Teten, Streeter, Cotton, Sidel. NAY: None. Motion carried 6-0. Members absent: Ritze.

4. A Fireworks application was submitted by B & J Fireworks requesting to sell fireworks from a tent on the SE corner of Lincoln Street and Malcolm Road. After further review Streeter made a motion to approve the permit, Teten seconded the motion. Chairman called for the vote: AYE: Gunn, Teten, Streeter, Cotton, Sidel. NAY: None. Motion carried 5-0. Members absent: Ritze. Members Abstain: Link.
5. A Fireworks application was submitted by Link's Fireworks requesting to sell fireworks from a tent on the SW corner of Lincoln Street and Malcolm Road. After further review Streeter made a motion to approve the permit, Cotton seconded the motion. Chairman called for the vote: AYE: Gunn, Teten, Streeter, Cotton, Sidel. NAY: None. Motion carried 5-0. Members absent: Ritze; Members Abstain: Link.
6. Zoning Codes were reviewed, this item will take a few months to further review before submitting to the Board for final review.

With no further business, Gunn moved to adjourn at 7:49 p.m. Streeter seconded the motion. Chairman called for the vote recorded as follows: AYE: Gunn, Link, Teten, Streeter, Teten, Sidel. NAY: None. Motion carried 6-0. Members absent: Ritze.

Nadine Link, Secretary

Recommendations
January 28, 2026

1. The Planning Commission recommends to the Village Board to approve the building permit for 130 E. 2nd Street, contingent on the outcome of the meeting between the Village Inspector; the new contractor and homeowners, and a report from the Village Inspector must be submitted to the Village Board.
2. The Planning Commission recommends to the Village Board to approve the building permit for 510 South Lincoln Street, contingent on the set back of the shed on the south property line.
3. The Planning Commission recommends to the Village Board to approve the sign permit for Charlotte Whisenhunt to advertise her summer-time program "Activities Galor"
4. The Planning Commission recommends to the Village Board to approve the Fireworks permit for B & J Fireworks.
5. The Planning Commission recommends to the Village Board to approve the Fireworks permit for Link's Fireworks.

Nadine Link, Secretary