

Wednesday December 8, 2021
Saint Louis

A regular meeting of the St. Louis Planning Commission was called to order by Chairman Doepker at 5:30 P.M.

Present: Doepker, D. Kelley, Giles, Reed, S. Kelly, J. Kelly, Whitford, Palmer
Others in attendance: Don Burch

The Pledge of Allegiance was led by Chairman Doepker.

Motion made by Reed, supported by D. Kelley to approve the minutes from October 13, 2021. All ayes.
Motion carried.

Kurt Giles introduced the Special Land Use Permit for a daycare located at 311 Euclid Street. Kurt advised that we had received an objection letter from a resident that owns property near the proposed daycare.

Chairman Doepker opened the Public Hearing to consider the Special Land Use Permit for 311 Euclid Street at 5:34 P.M.

Kurt advised that the concerns in the letter were areas that are regulated by the State of Michigan. The city does not do inspections. The only requirements we have are in our Zoning Ordinance which must be met before the application goes to the Planning Commission. There were no other comments from the public.

Chairman Doepker closed the Public Hearing at 5:43 P.M.

Motion made by D. Kelley, supported by Palmer to approve the Special Land Use Permit for 311 Euclid Street. All ayes, J. Kelly abstained his vote. Motion carried.

Kurt stated there was no other business but wanted to say Thank you to Mayor Kelly for serving and Congrats to Tom Reed. Kurt stated that there were vacancies on the Planning Commission and that we have a member in our audience that is interested in serving. Kurt introduced St. Louis resident Don Burch to the Planning Commission. Kurt stated that the staff recommends Mr. Burch for the position.

J. Kelly made a motion to appoint Don Burch to the Planning Commission, D. Kelley supported. All ayes.
Motion carried.

Motion made by J. Kelly, supported by Giles to adjourn at 6:54 P.M.

Dori Foster
Recording Secretary

Wednesday October 13, 2021
Saint Louis

A regular meeting of the St. Louis Planning Commission was called to order by Chairman Doepker at 5:30 P.M.

Present: Doepker, D. Kelley, Giles, Reed, S. Kelly, J. Kelly, Whitford

Absent: Palmer

Others in attendance: Jake Gregory, Nathan Workman, Phil Hansen DDA, Carolyn Studley, Tim and Buffy Block, John and Erin Fitzgerald

The Pledge of Allegiance was led by Chairman Doepker.

Chairman Doepker opened the Public Hearing to consider the Special Land Use Permit for 1001 W. Washington at 5:32 P.M.

Kurt Giles advised the Planning Commission that The Hope House had applied for a Special Use Permit for three (3) seasons two years ago. They have applied for funding to have paid staff but part of the requirements to receive the funding are to be open all year. Jake Gregory advised that they had applied for the funding and were here to see about having their Special Land Use Permit be for year-around operation. Jake stated the first season that had around 600 volunteers. They have had around 50 guests that range in age from 9 months to 70 years old. The average stay was about 45 days. Covid then hit and caused a lot of issues. They had around 12 guests there but with limited volunteer's, normal operations were unable to be performed. Since life has calmed down this year they plan to be back at normal operations. They were awarded less funds than needed to run the shelter as they had hoped. Jake Gregory plans to have paid staff more available on a full-time basis, same people working daily to monitor issues more readily. They hope to have more control over training, so everyone is on the same page. The Salvation Army has made an agreement with them that if they are unable to make it a full year, they will do a cost analysis and determine from there how to proceed. Tom Reed asked how many guests have rebounded from their struggles and moved on. Jake stated around 50% have. Tim Block stated that he and his wife are very concerned with the privacy issues between their property and the shelter's. Tim stated they would like to see a fence put up at the south side of the church parking lot creating a visual barrier protecting the residents. Tim state they and some of their neighbors have witnessed some issues in the past that has raised concerns and needs for a more private setting at the south side of the property. Tim wondered if there was going to be enough on staff to monitor the guests inside and outside. Nathan Workman stated that the shelter is always staffed when they are open, with the new funding they will be able to monitor situations more closely now. Tim stated they are worried about people staying on the grounds causing issues when the shelter is closed. Jake stated that the guests must leave when the shelter is closed, they are not supposed to stay on shelter grounds. Buffy Block asked if there were cameras at the shelter. Nathan stated that they are discussing adding cameras to the shelter but that adding a fence is not in the budget at this time. Buffy asked when there is a situation that they witness are they supposed to only contact the city? Nathan and Jake both stated that they need to contact them at the shelter. If they are not advised of issues, they have no way to solve them. Caroline Studley stated that she is on the board for the Hope House and a volunteer. This new funding will help with rules and supervision of the guests and to please contact the shelter if they have an issue. Caroline then exchanged phone numbers with Buffy and advised she could call her if there were issues. Tim then asked what they were going to do about the fence. Kurt Giles stated that they would have to figure out drainage issues and access to power lines before a fence could be added.

Caroline stated maybe they could do some fundraising for the fence. The Block's stated they would be more than willing to donate and help with the fence. Tom Reed stated we can't have people causing issues and lots of supervision is needed. Jim Kelly asked if someone could make extra loops around the parking lot to keep more eyes on issues. Dan Doepker stated, "Communication is the key to making this work." Kurt Giles asked if there were any more questions. There were none.

Chairman Doepker closed the Public Hearing at 6:27 P.M.

Motion made by D. Kelley, supported by J. Kelly to approve the Special Land Use Permit for 1001 W. Washington effective through September 30, 2024, with reviews conducted at least annually. More communication and collaboration between parties and a screen fence are encouraged. (Screen fencing is not a condition of the special use permit approval). All ayes. Motion carried.

Motion made by J. Kelly, supported by D. Kelley to approve the minutes from July 14, 2021. All ayes. Motion carried.

Kurt advised the Planning Commission that we received a site plan for a Biggby Coffee to move into the old bank/pharmacy building at 135 W. Washington. The new owners would have a drive thru for coffee and a walk-up window as well. Kurt advised that the City recommends the approval of the site plan for Biggby.

Motion made by D. Kelley, supported by S. Kelly to approve the site plan for 135 W. Washington. All ayes. Motion carried.

Chairman Doepker asked if there were any more public comments. There was none.

Motion made by J. Kelly, supported by Reed to adjourn at 6:41 P.M.

Dori Foster
Recording Secretary

PLANNING COMMISSION MINUTES

Wednesday July 14, 2021

Saint Louis

A regular meeting of the St. Louis Planning Commission was called to order by Chairman Doepker at 5:30 P.M.

Present: Doepker, D. Kelley, Giles, Reed, S. Kelly, Whitford, J. Kelly, Palmer

Also Present: Keith Risdon Director of Public Services, Deacon Rick Warner Nativity of the Lord, Leo Kennedy, Matt Feichtenbiner Premier Property Management

The Pledge of Allegiance was led by Chairman Doepker.

Motion made by D. Kelley, supported by Reed to approve the corrected minutes, adding the name of J. Kelly to the Roll Call "ayes" votes of the May 12, 2021 meeting. All Ayes. Motion carried.

New Business:

a. The Lord Parish/Mount St. Joseph Catholic Church Site Plan Review

City Manager Giles provided some background regarding this site plan. The proposed parking lot expansion was originally discussed at the June 12, 2019 Planning Commission meeting but no official site plan had been submitted to the Commission at that time.

The submitted site plan show a slightly smaller expansion area and includes a berm and proposed natural screening along the south edge of the proposed lot. Leo Kennedy, project coordinator for the Church has met with the adjacent property owners and they are satisfied with this plan and screening. Kurt Giles has also discussed this concept with the neighbors and received the same favorable response. Director Risdon had a few minor comments which had been provided to the design engineer (see attached memo) which will be addressed during construction.

Motion by Reed, Second by D. Kelley, to approve the Lord Parish/Mount St. Joseph Catholic Church Site Plan. All ayes. Motion carried.

b. Premiere Property Maintenance Site Plan Review

City Manager Giles provided background to the Commission. This project plan had originally been submitted to the Planning Commission and discussed at the May 12, 2021 (Zoom) meeting. The applicant submitted a site survey and a sketch showing a modified screening along Welland Road and the adjacent neighbor. The Manager and Matt Feichtenbiner have met with the neighbor and have resolved any issues with property lines, screening, and usage. Per Matt Feichtenbiner, he will maintain an 8' to 10' setback along the Welland side, relocate the existing clothesline for the neighbor, add a screen wall fence

consisting of a light gray, "pole barn steel" paneling (see the existing Premiere Property Maintenance facility on Michigan Avenue) and topped with a white metal cap. This treatment will only be installed along this common lot line with the Welland Street neighbor. Also, Matt stated that a 12' tall arborvitae tree line and 12' wide, to be used as screening, will be installed along the north and northwest property lines.

Commissioners asked when this screening would be installed, and Matt stated that the fencing would be installed first with the arborvitae tree line installed in August.

Commissioner Reed asked if the applicant intended to include retail sales as part of his project. The applicant responded yes. Manager Giles indicated that this property is zoned I-2 and retail sales are not allowed in an I-2 zoning. There was additional discussion regarding properties along Michigan Avenue, their current zoning, usage, and historical usage. At the May 12, 2021, Planning Commission meeting, the applicant had submitted a sketch for 905 Michigan Avenue for discussion but as it was not owned by Matt, he removed it from discussion. It was noted in this meeting that that lot also is zoned I-2. Additional discussion amongst Commissioners was heard regarding possible previous zoning changes of some of the Michigan Avenue frontage as well as non-conforming and "grandfathered" usage. Manager Giles agreed to verify the current zoning along the Michigan Avenue frontage.

Commissioners asked if the "lean-to" previously shown on the sketch would be installed, the applicant said no.

Commissioner Palmer asked about site security and whether a gate was to be installed. He stated that if one was intended, it could not be placed in the public right-of-way. Matt stated that he hadn't considered a gate and at this time there is not planning to install one. As to security issues, he intends to install cameras.

Motion made by D Kelley, Seconded by J. Kelly to approve the site plan for the Premiere Property Maintenance Storage Yard. All Ayes. Motion carried.

Other Business:

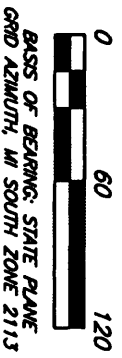
No other business was presented.

Public Comments: No Comments

Motion made by Giles, supported by J. Kelly to adjourn at 6:07 P.M. Motion carried.

Keith W. Risdon
Acting Recording Secretary

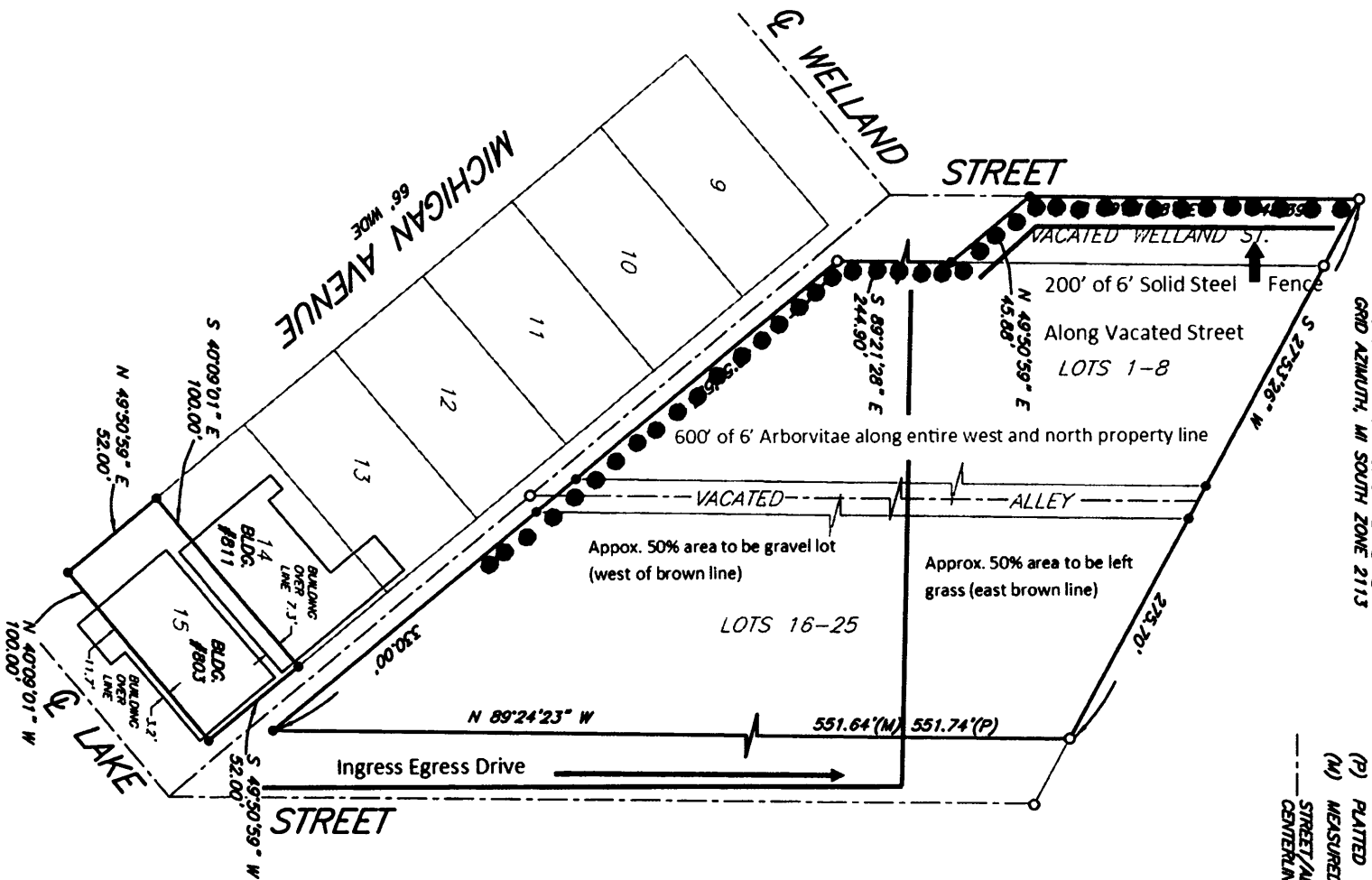
CERTIFICATE OF SURVEY



BASIS OF BEARING: STATE PLANE
 GRID AZIMUTH, IN SOUTH ZONE 2113

LEGEND

- SET IRON
- FOUND
- 3/4" PIPE
- (P) PLANTED
- (M) MEASURED
- STREET/ALLEY CENTERLINE



SURVEY FOR: PREMIER PROPERTY MAINTENANCE

WOLVERINE
 Engineers & Surveyors, Inc.
 312 North Street
 Mason, Michigan 48854
 Ph. 817.676.0001

PART OF SECTION 25, T12N-R3W,
 SCENIC HEIGHTS SUB,
 CITY OF ST. LOUIS,
 GRATIOT COUNTY, MICHIGAN



MEMO

RE: Nativity of The Lord Parking Lot expansion

Date: July 6, 2021

To: Kurt Giles, City Manager

From: Keith W. Risdon, PE, Director of Public Services

I have completed a review of the revised plans for the site, submitted Friday, July 2, 2021, and have the following comments:

1. The revised plan has a reduced parking lot "footprint". The initial sketches proposed and overall area of 100 feet by 130 feet. The revised plan has a "footprint" of 65 feet by 124 feet. The southerly edge is approximately 69 feet north of the southerly edge of the existing parking lot off Franklin Street. This allows for a larger screening area between the proposed work and the adjacent neighbors along East State Street.
2. A "proposed 5-foot-wide berm with screening" is being located 30 feet south of the parking expansion. The plan proposes to preserve and protect some existing trees located near the SE corner of the existing parking lot and two trees which appear to be within the influence of the proposed berm and screening area. I would suggest that the applicant clarify how the contractor intends to incorporate these two existing trees into the proposed screening berm. The proposed landscaped berm is being used to re-direct stormwater run-off from the expansion area to the east. The plan shows rip-rap check dams and a rip-rap spillway to help slow the run-off and allow silt to settle out. I would recommend that the applicant extend the proposed rip-rap in the spillway across the proposed channel to reduce the potential for erosion of the stone/dirt interface where the runoff must turn to flow easterly. I would also have the applicant monitor the runoff discharge from this swale after it leaves the final check dam to watch for erosion. The applicant may need to consider extending the last check dam and grade the proposed swale to allow the run-off to "spread out" before continuing easterly.
3. The proposed plan shows the addition of three ADA accessible parking spaces in existing parking lot and the concrete pad near the SW corner of the existing facility, in lieu of adding them in the expanded lot. The sidewalk is being revised to provide barrier-free access to these spaces.

Overall, the revised plan appears to be acceptable with the minor modifications suggested herein.

Wednesday April 21, 2021
Saint Louis

A regular meeting of the St. Louis Planning Commission was called to order by Chairman Doepker at 5:30 P.M. Public participation was made available by conference call or in-person at City Hall.

Present: Doepker, D. Kelley, Giles, Via conference call Reed, S. Kelly, Via conference call Palmer, Whitford

Absent: J. Kelly excused

Others in attendance: Jonella and Jesse Mannausau, Special Use Permit Applicant

The Pledge of Allegiance was led by Chairman Doepker.

From the review of the draft minutes from December 9, 2020 it was noted that Palmer's name was not added to the roll votes. Palmer was present for the whole meeting and voted in the affirmative in each case.

Motion made by D. Kelley, supported by Whitford to approve the minutes of the last meeting on December 9, 2020 as amended.

Roll Call:

Ayes: Doepker, D. Kelley, Giles, Reed, S. Kelly, Palmer, Whitford

Nays: None

Motion Carried.

Chairman Doepker opened the Public Hearing to consider a Special Use Permit for childcare at 5:34 P.M.

Kurt advised the Planning Commission that the City had received one letter from 1010 Cheesman. It was in regard more to safety than anything. Kurt stated that we approved based on Zoning not safety which is the responsibility of the State and childcare provider. Jonella and Jesse were present for the meeting. Jesse advised that they have a fenced in area in the rear yard, it is pad locked and the door to the outside area is always locked. Kids are not allowed to be unsupervised at any time. They would be allowed up to 12 children at the facility. Tom Reed asked how are the kids dropped off? Jesse stated that the parents drive up to their horseshoe drive, walk the kids into the house and then they leave. Kurt asked the Planning Commission if there were anymore questions. There were none.

Chairman Doepker closed the Public Hearing at 5:42 P.M.

Motion made by D. Kelley, supported by Palmer to approve the Special Use Permit for childcare at 1007 Cheesman Road.

Roll Call:

Ayes: Doepker, D. Kelley, Giles, Reed, S. Kelly, Palmer, Whitford

Nays: None

Motion Carried.

Kurt stated that there was no other business at this time.

Motion made by Whitford, supported by D. Kelley to adjourn at 5:44 P.M.

Roll Call:

Ayes: Doepker, D. Kelley, Giles, Reed, S. Kelly, Palmer, Whitford

Nays: None

Motion Carried.

Dori Foster

Recording Secretary