

**PLANNING COMMISSION MINUTES**  
**Wednesday, December 15, 2022**  
**Saint Louis**

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

Present: Doecker, D. Kelley, Giles, S. Kelly, Whitford, Horvat, Palmer

Excused: Reed

Also Present: none

The Pledge of Allegiance was led by Chairman Doecker.

Motion made by D. Kelley, supported by Horvat to approve the minutes of the November 9, 2022 meeting. All Ayes. Motion carried.

**New Business:**

**Item 5.a.: Discuss Allowable Land Use in the Transitional Zoning District**

City Manager Giles informed the Planning Commission of recent discussions among City staff regarding permitted land uses in the "T" Transitional Zoning District. These discussions have centered around the possible benefits of expanding allowable uses to include medium density residential development such as 3 or 4-unit residential rental property.

Members discussed the pros and cons of modifying Article 27 of the Zoning Ordinance to allow for such uses either "by-right" or by a special use permit. After this discussion, there seemed to be enough interest in pursuing this concept to gather some additional information on what zoning changes would be recommended.

**Item 5.b.: Recommendation for Appointment of New Planning Commission Member**

Giles indicated Diandra Messer recently expressed interest in serving on the Planning Commission. The City Council recently adopted an amendment to the Code of Ordinances that eliminates the requirement for a second Council Member besides the Mayor needing to serve of the Planning Commission. The amended Ordinance was adopted on November 15<sup>th</sup> so it becomes effective 30 days later on December 15<sup>th</sup>. This allows for the appointment of the new member as early as the City Council Meeting of December 20, 2022.

Ms. Messer's letter of interest outlines qualifications including work in the County Permits Office, MSU Extension courses for Citizen Planner and Zoning Administrator as well as certifications in MDEQ Soil Erosion and Sedimentation Control regulatory functions. She has also been recommended by several other individuals whose opinions are valued.

Discussion was held and a motion was made by Palmer and supported by D. Kelley to recommend the City Council appoint Diandra Messer to the Planning Commission. All Ayes. Motion carried.

**Item 5.c.: Consider Special Use Permit for Day Care at 112 N. Delaware**

Giles reported Nina McGregor has applied for a Special Use Permit for a home day care at her 112 N. Delaware residence. City Staff has reviewed the application for this property in the R-2 zoning district and has no objections to granting the special use permit.

Discussion was held and a motion was made by D. Kelley and supported by S. Kelly to approve the Special Use Permit for a home day care at 112 N. Delaware. All Ayes. Motion carried.

**Other Business:**

There were no other business items for the evening, however, Giles updated the rest of the Planning Commission Members on some items that are expected to be upcoming. These include a parcel split and combination to facilitate construction of duplex units and a potential site plan for one of the industrial park businesses. Giles also reported that the City Council had approved the creation of the Obsolete Property Rehabilitation Act (OPRA) district for 201 N. Mill Street however the OPRA project application for this property has not yet been made.

**Public Comment:**

There were none.

Motion made by Whitford, supported by S. Kelly to adjourn at 6:10 P.M. Motion carried.

Kurt Giles  
Acting Secretary

Wednesday November 9, 2022  
Saint Louis, MI

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

Present: Doecker, Giles, D. Kelley, S. Kelly, Reed, Palmer, Whitford, Horvat

Chairman Doecker led the Pledge of Allegiance.

Motion was made by Reed, supported by D. Kelley to approve the minutes from August 10, 2022. All ayes. Motion carried.

Kurt advised that the city was in the process of amending the Planning Commission Ordinance. We have interest from two residents for the vacancy. The ordinance now requires that the mayor plus one council member fill the spots. We do not have a second council member available for the vacancy. The amendment would allow any resident or council member to fill one spot. Kurt stated that it was going to the council meeting next week and will hopefully be adopted.

We received an application for boundary adjustments at 603, 617, 619 E. Washington and 111 N. Hubbard. These are all owned by Craig and Mary Anderson. Kurt stated that the lots are legal non-conforming lots, these adjustments do not worsen any non-conformance with the properties. The city and assessor are both ok with the new legal descriptions.

Motion was made by D. Kelley, supported by Whitford to approve the boundary adjustments at 613, 617, 619 E. Washington and 111 N. Hubbard. All yes. Motion carried.

Kurt advised that Gemini Capital Management was looking to update the apartment at 201 N. Mill Street and turn it in to two apartments. They have applied for creation of an Obsolete Property Rehabilitation Act district. More information to follow later.

Motion made by Reed, supported by D. Kelley to adjourn at 5:54 P.M. All ayes. Motion carried.

Dori Foster  
Recording Secretary

Wednesday, August 10, 2022  
Saint Louis

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

Present: Doecker, Giles, D. Kelley, S. Kelly, Reed, Palmer, Whitford, Horvat  
Others in attendance: Keith Risdon-Public Service Director

Chairman Doecker led the Pledge of Allegiance.

Motion was made by D. Kelley, supported by Palmer to approve the minutes from January 12, 2022. All ayes. Motion carried.

Kurt Giles advised the planning commission that the City received an application for a lot combination of two parcels located at 511 S. Franklin Street and just to the south of the property. Kurt advised that the city recommends approval for the combination.

Motion made by Palmer, supported by D. Kelley to approve the lot combine at 511 S. Franklin Street. All ayes. Motion carried.

Kurt advised that there has been discussion regarding allowing first floor apartments in the downtown business district. Upstairs apartments are allowed. The first-floor apartments would not be allowed on Mill Street frontage. They must be at the rear of the first-floor businesses under the current special use permit provision. Zoning requirements were also discussed especially parking issues. Ordinance requires one spot per dwelling, there is not much parking behind the businesses. More discussion will be held.

Kurt advised that Hidden Oaks golf course would like to add a pond to their property. Kurt stated we have been checking to see what kind of permitting would be required. Kurt stated in Article 13: I-1 General Industrial District that a special use permit is required for ponds that are located in the residential districts of the city. Kurt stated that we have been in touch with the owner and contractor.

Kurt advised that Dean Transportation is looking to purchase the property it is located on from Woodside LLC. It is located on one parcel located in the Industrial Park.

There was no other business currently.

Motion made by Giles, supported by D. Kelley to adjourn at 6:17 P.M. All ayes. Motion carried.

Dori Foster  
Recording Secretary

Wednesday January 12, 2022  
Saint Louis

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

Present: Doecker, Giles, D. Kelley, S. Kelly, Palmer, Whitford, Burch, Horvat

Absent: Reed

Others in attendance: Phil Hansen DDA-St. Louis

The Pledge of Allegiance was led by Chairman Doecker.

Motion made by D. Kelley, supported by Whitford to approve the minutes from December 8, 2021. All ayes. Motion carried.

Chairman Doecker opened the public hearing at 5:33 P.M. for the Special Land Use Permit at 518 W. Washington.

Kurt Giles advised the Planning Commission that we had an application for a proposed business at the Old Tony's restaurant at 518 W. Washington. Earlier that morning the gentleman stated that he wished to withdraw his request for the permit. Kurt stated that he had previously spoke to him about paving and drainage issues for the property at 518 W. Washington. Phil Hansen stated that we were still speaking to him in hopes of finding a different spot for his business. Kurt stated that the city had received a letter from a resident near the proposed spot and that her vote was a yes. There was also one phone call but that there was no negativity regarding the business.

Chairman Doecker closed the Public Hearing at 5:40 P.M. since the application for the special use permit had been withdrawn, no action was taken by the Planning Commission.

Kurt advised the Planning Commission that Plasti Paint had previously submitted a site plan back in May of 2019 for an expansion. Once a site plan is approved it is valid for one (1) year. Time has since past, and this needs reapproval. Kurt stated that it is virtually the same as before except that Doug Dice had prepared it. The only difference now is the addition of a bathroom area. Kurt stated the City recommends the site plan for approval.

Motion made by D. Kelley, supported by Palmer to approve the site plan review for Plasti Paint. All ayes. Motion carried.

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

Motion made by Whitford, supported by D. Kelley to adjourn at 5:49 P.M.

Dori Foster  
Recording Secretary