

**Heather Hanover**  
*Chair*

**James Ensign**  
*Vice-Chair*

**Commissioners**

**Roberta Cocco**, *Mayor*  
**Scott Dzurka**, *Vice Mayor*  
**Mark Holden**  
**Melvin Renfrow**  
**Wendy Ward**  
**Eric Harger**  
**To Be Filled**

**Kristina Kinde**  
*Interim City Manager*



**CITY OF ST. JOHNS  
PLANNING COMMISSION**

**APRIL 12<sup>th</sup>, 2023  
REGULAR MEETING MINUTES**

**1. CALL TO ORDER**

The meeting of the St. Johns Planning Commission was called to order by Interim City Manager Kinde at 5:35 p.m.

Members Present: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Staff Present: Kristina Kinde, Chris Khorey

**2. APPROVAL OF AGENDA**

- A. City staff discussed that the former Chair had resigned. It was discussed to move item 7 of the agenda to item 3.

A motion was made by Vice Mayor Dzurka and supported by Commissioner Holden to approve the agenda as amended.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

**3. ELECTION OF NEW CHAIRPERSON**

- A. City staff discussed the need to replace the Chair position. Kinde asked if there were any recommendations.

Commissioner Holden recommended Commissioner Hanover for the Chair position and supported by Vice Mayor Dzurka.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Appointment carried

#### **4. PUBLIC COMMENT ON AGENDA / NON-AGENDA ITEMS**

None

#### **5. PUBLIC HEARINGS**

##### **A. 709 E. Gibbs Street Rezoning**

Motion to open the public hearing made by Vice Mayor Dzurka and supported by Commissioner Ward.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

Chris Khorey explained the scope of the Rezoning. Chair Hanover discussing the types of zoning. No further discussion.

Motion made to close the public hearing by Vice Mayor Dzurka and supported by Commissioner Ward.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

##### **B. 101 W. Townsend (Cedar Creek Behavior Health Center) Special Use Permit**

Motion to open the public hearing made by Commissioner Ward and supported by Vice Mayor Dzurka.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

Chris Khorey explained the scope of the Special Use Permit. No further discussion.

Motion made to close the public hearing by Commissioner Ward and supported by Mayor Cocco.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

## **6. APPROVAL OF MINUTES**

Motion made by Commissioner Ward and supported by Commissioner Holden to approve minutes from the February 8, 2023 Planning Commission Meeting.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

## **7. NEW BUSINESS**

### **A. 709 E. Gibbs Street Rezoning**

Chris Khorey explained the rezoning application is to change from general commercial to R3 High Density Commercial. High Density allows for many fewer uses. Approximately 42 residential units could be built in this space. Chris Khorey walked through the criteria for a rezoning.

There was discussion of the definition of R3 zoning, whether there was water and sewer available in the area, and traffic as it relates to Old 27.

A motion was made by Vice Mayor Dzurka and supported by Commissioner Holden to recommend the rezoning of 709 E. Gibbs Street to City Commission.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

### **B. 101 W. Townsend (Cedar Creek Behavioral Health Center) Special Use Permit**

Chris Khorey explained this is a proposed expansion for of the Cedar Creek Behavior Health Center (6,200 sq. ft. of additional space). He reviewed the special use criteria. His recommendation is an approval of the special use permit to the City Commission conditioned on the site plan and variance approvals.

There was discussion regarding the type of patients at the facility, parking, and whether there was feedback from any residents regarding this expansion.

A motion was made by Commissioner Ward and supported by Vice Mayor Dzurka to recommend approval of the special use permit to the City Commission conditioned on the site plan and variance approvals.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

### **C. 101 W. Townsend (Cedar Creek Behavioral Health Center) Site Plan Approval**

Chris Khorey stated that having reviewed the site plan he had some questions. First question was there was no height of the expansion noted. The applicant stated it would be 19'4" which would match the existing adjacent building and matches the height of the rest of the building other than the gymnasium. Chris Khorey stated the maximum height in the ordinance is 35' so they are well within that.

Chris Khorey mentioned there are 16 new parking spots included but there are only 15 required. Chris mentioned they are showing 9' parking spaced but the ordinance requires 10' spaces. He stated the number of spaces is sufficient, but the size needs to be revised.

Chris Khorey discussed landscaping and the standard in the ordinance for an expansion. He explained the requirement, and based on the requirements the applicant is short on the required landscaping.

Recommendation is to grant a conditional approval with conditions of a) special use permit approval b) variance approval and c) a revised site plan with the aforementioned requirements being submitted and McKenna's review and sign off when these conditions have been met.

There was discussion regarding the lighting plan, landscaping requirements, parking requirements, and height of the building.

A motion was made by Vice Mayor Dzurka and supported by Mayor Cocco to approve a conditional site plan based on ZBA approval of variance, city commission approval of special use permit, changing of parking space sizes, inclusion of lighting plan and additional landscaping to screen the residential neighbors. All conditions will be reviewed by the city planning consultant for approval.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

#### D. Rental Inspection Checklist Proposed Wording Revision

Chris Khorey explained with the Rental Inspection program up and running there are a few items that may need adjusting as we move forward. The current rental inspection list states that when gas fired appliances are used, carbon monoxide detectors are installed on each level of the dwelling unit. However, what we are finding is that there are units that have gas heat or gas water heaters and those are not necessarily "gas fired appliances" but are no less dangerous from a carbon monoxide perspective. We would like to change it to state, "If the unit utilizes natural gas for appliances, heat, hot water, or any other purpose, carbon monoxide detectors are installed on each level of the dwelling unit."

There was discussion regarding whether or not it was necessary to have a carbon monoxide monitor on every level of the home or just the level with the gas fired fixture.

A motion was made by Vice Mayor Dzurka and seconded by Commissioner Renfrow to change the rental inspection checklist to state, "If the unit utilizes natural gas for appliances, heat, hot water, or any other purpose, carbon monoxide detectors are installed on each level of the dwelling unit."

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried

## **8. OLD BUSINESS**

### **A. Chickens Ordinance Discussion**

Chris Khorey mentioned this has been discussed by planning commission and city commission but has never been completed. Interim City Manager Kinde discussed it came to our attention this was never finalized, therefore it was being brought back to the planning commission, since this is a new group of commission members. Chris Khorey mentioned there were no additional changes he was recommending based on the changes provided. He asked if the planning commission would like to bring it back for a public hearing.

There was discussion regarding sound ordinances, the allowances of roosters, requirements of a permit and how chickens are housed.

Discussed to move forward with a public hearing.

## **9. ADJOURNMENT**

A motion was made by Commissioner Renfrow and supported by Commissioner Holden to adjourn the meeting at 6:32 pm.

Yes: Cocco, Dzurka, Hanover, Ward, Renfrow, Holden

Nay: None

Motion carried