

**Heather Hanover**  
*Chair*

**James Eshelman**  
*Vice-Chair*

**Commissioners**

**Scott Dzurka**, *Mayor*  
**Eric Hufnagel**, *Commissioner*  
**Mark Holden**  
**Eric Harger**  
**Brian Mills**  
**Todd Krajniak**  
**Vacant**



## **PLANNING COMMISSION**

**JULY 9, 2025**  
**REGULAR MEETING MINUTES**

### **1. CALL TO ORDER**

The meeting of the St. Johns Planning Commission was called to order by Chair Hanover at 5:30 p.m.

Members Present: Heather Hanover, Mark Holden, Eric Hufnagel, Brian Mills, Scott Dzurka, Todd Krajniak, Eric Harger, James Eshelman  
Members Absent: None  
Staff Present: Chad Gamble, City Manager; Mindy Seavey, City Clerk; Chris Khorey, McKenna; Jake VanBoxel, McKenna

### **2. APPROVAL OF AGENDA**

Motion by Commissioner Dzurka seconded by Commissioner Holden to approve the agenda as presented.  
YEA: Hanover, Harger, Holden, Hufnagel, Eshelman, Mills, Dzurka, Krajniak  
NAY: None  
Motion carried.

### **3. APPROVAL OF MINUTES – JUNE 9, 2025 MEETING**

Motion by Commissioner Mills seconded by Commissioner Eshelman to approve the minutes as presented.  
YEA: Hanover, Harger, Holden, Hufnagel, Eshelman, Mills, Dzurka, Krajniak  
NAY: None  
Motion carried.

### **4. PUBLIC COMMENT FOR NON-AGENDA ITEMS**

Chairperson Hanover asked if there were any public comments.

There were no public comments.

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

#### A. Zoning Amendment: Vendor Trucks

Mr. Khorey said the proposed amendment fills a gap in vendor trucks. He discussed accessory use and vendor trucks.

Motion by Commissioner Eshelman seconded by Commissioner Hufnagel that the planning commission open the public hearing.

YEA: Hanover, Harger, Holden, Hufnagel, Eshelman, Mills, Dzurka, Krajniak

NAY: None

Motion carried.

The public hearing was opened at 5:33 p.m.

Nick Boyer was present and said thank you on the food truck for your hard work and coming to an agreement on this.

Motion by Commissioner Dzurka seconded by Commissioner Eshelman that the planning commission close the public hearing.

YEA: Hanover, Harger, Holden, Hufnagel, Eshelman, Mills, Dzurka, Krajniak

NAY: None

Motion carried.

The public hearing was closed at 5:34 p.m.

### **6. NEW BUSINESS:**

#### A. Update on Rental Inspections Program

Chris Khorey, McKenna, said former Zoning Administrator Ken Skunda is here tonight for a report on the rental inspection program.

City Manager Gamble said we appreciate the opportunity. He acknowledged and thanked Ken Skunda. He said he will forever be a part of the St. Johns family and will be missed. He said he has done a tremendous job of upgrading and working collaboratively with owners and tenants and thanked him for his hard work and dedication. He is a consummate public servant and former firefighter. He authored a report in regard to the zone 2 completion in 2024 and zone 3 in 2025.

Ken Skunda, McKenna, said it is depressing leaving and he truly loves it here. He said the Fire Chief will do a tremendous job for you. This report spans a year and a half.

- 425 inspections and 127 follow-up inspections.
  - 298 made it through the first time.
  - 586 violations out of the 425 inspections.
    - Carbon monoxide detectors were the number one violation: 58.
    - Smoke detectors were second at 41.
    - Dryer vents took third with 27.
    - Missing handrails came fourth with 26.
- In the future, look at furnaces and GFCI outlets.

There was a discussion of:

- Violations.
- Compliance and working with landlords.
- Carbon monoxide detectors.
- Rights of tenants.
- List of all violations.
- Old furnaces.

- Percentage of overall rental units that have been inspected.
  - Close to 1,000 units have been inspected.
- Look at inspecting every unit in multi-units.
  - Current practice: only 5-6 out of 20 units in a building may be inspected.
  - Some units may go 12 years without inspection.
- 2021 International Fire Code – update.

## **7. OLD BUSINESS:**

### **A. Zoning Ordinance Amendment – Vendor Trucks**

Chris Khorey, McKenna, asked if there were any questions or revisions to this ordinance.

Motion by Commissioner Eshelman seconded by Commissioner Hufnagel that the planning commission recommend this ordinance amendment to the city commission.

YEA: Hanover, Harger, Holden, Hufnagel, Eshelman, Mills, Dzurka, Krajniak

NAY: None

Motion carried.

### **B. Zoning Amendment Discussion: Repealing Special Use Requirement for Outdoor Dining**

Chairperson Hanover said they talked about this a little bit in the downtown. There was a concern that in other towns they have requirements on color of furniture, etc. She said in the past, Dave Kudwa was the internal approver.

Chris Khorey, McKenna, said right now it says you require a special use permit for this. Our recommendation is that it is overkill, and a potential amendment could remove that. He said there is an opportunity for the DDA to have their own policies. He said he would do a process less onerous than the SUP (Special Use Permit).

There was a discussion of:

- DDA's associated with esthetics and looks.
- An administrative process.
- Social districts.
- 5 rules in sidewalk café ordinance.
- If administrative approval, an appeal can be taken to the ZBA.
- Clarify definitions: café, dining accessories, accessory buildings: pergola or gazebo; how close to property line, annual permit or permanent.
- Fences.
- Private property as opposed to public sidewalk.
  - Clarify rules on private property.

### **C. Ordinance Amendment Discussion: Revisit 2024 Draft Golf Carts Ordinance**

City Manager Gamble discussed meeting with ambulance, police, code, McKenna and administrative staff to scrub the draft ordinance from May of 2024. The proposed changes are indicated in red.

There was a discussion of:

- Sticker system.
- Background of past discussions.
- If there is the ability of people who have health issues to use golf carts.
  - ADA accessible rules possible apply.
- Insurance rider.

- Just covers damage; not a motor vehicle.
- What type of insurance is required.
- Present this issue to the city attorney to review the liability the city has by not including that language.
- Changes to the draft ordinance.
- Inspections.
- Speed.
- Roadways golf carts would not be allowed on.
- Crash helmets.
- Violations and penalties.

Ed Thelen was present and asked if the police chief and director of ambulance are now on board with this?

City Manager Gamble said they are opposed to this.

Alex Shinabarger said last year Chris mentioned an orange flag, is that getting put in here.

Chairperson Hanover said no.

Connie Skorna was present. She said she lives on the other side of 27 and asked if they can speed up to 20 or 25 to get through the light?

Chairperson Hanover said the speed limit is State law.

Commissioner Eshelman asked to change the date from November 1<sup>st</sup> to November 15. He discussed the date of the Veterans Day Parade.

Mr. Khorey said we this issue we are not required to have a public hearing or formal motion.

Motion by Commissioner Eshelman seconded by Commissioner Mills that the planning commission send the revised ordinance to the city council after review with staff on the legal issue of insurance and restrictions of streets around schools, if needed, during school hours.

YEA: Hanover, Harger, Eshelman, Mills, Dzurka, Krajniak

NAY: Hufnagel, Holden

Motion carried.

#### D. Master Plan Discussion

##### I. Draft Action Plan

Chris Khorey, McKenna, discussed master plan items: action plan and changes made by city commission at a June special meeting.

There was a discussion of:

- A Brownfield.
- Bingham Township agreement.
- Marketing.
- Parks.

Mr. Khorey talked about the zoning to-do list, which is the responsibility of the planning commission.

##### II. Old 127 Redesign Concepts

Chris Khorey, McKenna, discussed:

- Old 127 presents an opportunity for creative redesign due to its wide right-of-way and manageable traffic.
- 12,000 cars per day can be handled on a three-lane road.
- Concepts include adding trees, bike paths, slip roads, and angled parking.
- Any changes require MDOT cooperation and must be included in the master plan to begin advocacy.

There was a discussion of:

- Next steps.
  - Complete draft of master plan and parks & recreation plan; circulate to DDA/DBA and other stakeholders for feedback; begin 63-day comment period; target formal presentation in September.

## **8. COMMITTEE SITE PLAN APPROVALS – Proliant Dairy – 1660 Technical Drive:**

Chris Khorey, McKenna, said Proliant was approved for a small expansion to their building. He said they waived landscaping requirements since vermin are a concern.

## **9. CITY COMMISSION UPDATE – MAYOR DZURKA:**

Mayor Dzurka said addressed golf carts and the master plan at last meeting.

There was a discussion that the city received a signed resignation letter from Melvin.

## **10. COMMISSIONER COMMENTS**

Commissioner Holden said with outside dining, regulations apply equally to all food-serving businesses, regardless of alcohol service.

Commissioner Hufnagel said he appreciated everyone putting their time in on this commission. He said it serves an important purpose, and he values everyone doing this and recognized all the effort.

Jake VanBoxel, McKenna, said thanks for having me. He said it was good to see everybody contribute to the conversation.

## **11. ADJOURNMENT**

Motion by Commissioner Dzurka seconded by Commissioner Harger that the Planning Commission adjourn the meeting.

YEA: Hanover, Harger, Holden, Hufnagel, Eshelman, Mills, Dzurka, Krajniak

NAY: None

Motion carried.

The meeting was adjourned at 8:10 p.m.