

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

SEPTEMBER 10, 2025
REGULAR MEETING MINUTES

1. CALL TO ORDER

The meeting of the St. Johns Planning Commission was called to order by Chair Hanover at 5:32 p.m.

Members Present: Heather Hanover, Mark Holden, Eric Hufnagel, Brian Mills, Scott Dzurka, Eric Harger, James Eshelman, Todd Krajniak

Members Absent: None

Staff Present: Chad Gamble, City Manager; Mindy J. Seavey, City Clerk; Jake VanBoxel, McKenna

2. APPROVAL OF AGENDA

Motion by Commissioner Hufnagel seconded by Commissioner Dzurka to approve the agenda as presented.

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

NAY: None

Motion carried.

3. APPROVAL OF MINUTES – AUGUST 13, 2025 MEETING

Motion by Commissioner Mills seconded by Commissioner Harger 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: None

6. NEW BUSINESS:

A. Master Plan: Approval for Distribution

City Manager Gamble said the master plan is a large process and we have been working on it for a year. He discussed: 2½ months of weekly meetings going through in detail the individual list of objectives; coordination of including the Parks and Recreation plan as well; the DNR requires the municipality to have a list of projects underneath the parks and recreation plan in order for projects to be grant eligible; and the timeline of the process.

There was a discussion of:

- The public comment period.
- Parks and Recreation Master Plan.
- Goals on pages 13-25 and using different adjectives.
- Location & investment standpoint.
- How the document will come back to the Planning Commission (tracked changes or new document).
- Rolling out projects to service groups.

Motion by Commissioner Hufnagel seconded by Commissioner Eshelman that the planning commission go forward with the distribution of the City of St. Johns Master Plan.

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

NAY: None

Motion carried.

B. Rental Inspection Checklist Amendments

Fire Chief & Rental Inspector Douglas was present. He discussed proposed changes to the rental inspection checklist. He said the big push is safety for tenants and residents.

There was a discussion of:

- GFCI language.
- Furnace inspections.
- Carbon monoxide detectors.
- Fire extinguishers.
- Landlords.
 - Getting information out to them.
- Fee structure.
- Building Code update at city commission level.

C. Discussion of Unzoned City-Owned Parcels

Jake VanBoxel, McKenna, discussed: zoning map amendment; section that does not indicate what the 11 acres is zoned as; all 3 parcels are zoned as industrial; an amendment of the zoning map; and their recommendation would be to amend the map accordingly.

There was a discussion of:

- Setting a public hearing.

Motion by Commissioner Dzurka seconded by Commissioner Hufnagel that the planning commission set a public hearing for October 8, 2025.

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

NAY: None
Motion carried.

7. OLD BUSINESS:

A. Discussion of Outdoor Seating Amendment

Chairperson Hanover said the DDA would like to look at it also if it is going to be in the CBD (Central Business District).

City Manager Gamble discussed the DDA and setting downtown esthetics; and ADA issues.

There was a discussion of:

- Proposed new regulations.

8. COMMITTEE SITE PLAN APPROVALS: None

9. CITY COMMISSION UPDATE – MAYOR DZURKA:

Mayor Dzurka discussed: the city commission passed the golf cart ordinance at the last meeting; we are getting national news attention from the golf carts (CBS News); we are working with Chief Douglas on potential revisions to the fire code; and the commission passed the vendor truck ordinance introduction.

There was a discussion of the vacancy on the planning commission.

10. COMMISSIONER COMMENTS

There were no commissioner comments.

11. ADJOURNMENT

Motion by Commissioner Dzurka seconded by Commissioner Eshelman 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 7:10 p.m.