



GLADSTONE PLANNING COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
October 07, 2025
5:00 PM

MINUTES

CALL TO ORDER

Zoning Administrator, Patricia West, called the meeting to order at 5:00 PM ET.

ROLL CALL

PRESENT	ABSENT
Howard Haulotte	
John DeFiore	
Sam Hewitt	
Mike Kennedy	
Jason Leonard	
Nick Nastoff	
Jennifer Harding	

City Commission Present: Mayor, Joe Thompson

Staff Present: Patricia West

1. Election of Officers

Motion made by DeFiore, seconded by Leonard to appoint Howard Haulotte as the Planning Commission Chairperson.

ROLL CALL	VOTE
Howard Haulotte	Yea
John DeFiore	Yea
Sam Hewitt	Yea
Mike Kennedy	Yea
Jason Leonard	Yea
Nick Nastoff	Yea
Jennifer Harding	Yea

MOTION CARRIED.

Motion made by Hewitt, seconded by Leonard to appoint John DeFiore as the Planning Commission Vice-Chair/Secretary.

ROLL CALL	VOTE
Howard Haulotte	Yea
John DeFiore	Yea
Sam Hewitt	Yea
Mike Kennedy	Yea
Jason Leonard	Yea
Nick Nastoff	Yea
Jennifer Harding	Yea

MOTION CARRIED.

Zoning Administrator, Patricia West, then handed the meeting over to Commission Chairperson Haulotte.

APPROVAL AND/OR CORRECTIONS OF:

2. Planning Commission Meeting Minutes - September 2, 2025

Motion made by Kennedy, seconded by Leonard to approve the Planning Commission Meeting minutes from September 2, 2025.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Nastoff, Harding

MOTION CARRIED.

ADDITIONS TO AGENDA

None.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

3. Planning Commission Term Reappointments | Sam Hewitt & Jason Leonard

Both Commissioner Hewitt and Commission Leonard expressed interest in continuing with the renewal of their term appointments. The Planning Commission collectively supported the recommendation of both commissioners to the Mayor for reappointment to the Planning Commission, subject to the approval by a majority vote of the members elect of the City Commission.

4. Delta County Planning Commission Liaison

Motion made by DeFiore, seconded by Hewitt to appoint Commissioner Leonard as a liaison to the Delta County Planning Commission.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Nastoff, Harding

MOTION CARRIED.

5. Site Plan | Gladstone Senior Corporation (303 N 8th St)

Motion made by Leonard, seconded by Hewitt to approve the construction of the proposed garage at 303 N 8th St as presented.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Nastoff, Harding

MOTION CARRIED.

6. Site Plan | Construction Resource Management Site Plan (202 Delta Ave)

Motion made by Hewitt, seconded by Kennedy to approve the construction of the proposed addition at **202 Delta Ave** as presented.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Nastoff, Harding

MOTION CARRIED.

PUBLIC COMMENT

None.

INFORMATION SHARING

In addition to the items below, West also shared that the City of Gladstone is seeking an alternate the Board of Review. Chairperson, Haulotte, currently serves on the Board of Review and provided an overview of responsibilities.

7. DDA's Facade Grant Deadline

The deadline for the grant opportunity is October 31, 2025, and the DDA has set aside \$30,000 in funding to be used in 2026. An overview of the grant requirements is available on the DDA's webpage.

8. Fernwood Cemetery Clean-Up

The City of Gladstone is reminding the community that our Fernwood Cemetery clean-up is currently taking place. Individuals are encouraged to collect the belongings that are placed at the gravesite of their loved ones in preparation for the winter the months. These items can be placed back out in the spring.

9. New Business | Gladstone Savers

Gladstone Savers has joined our downtown community, and is located at 11 S 9th St.

10. New Business | R.E.E. LeDeau

R.E.E. LeDeau is a new outpatient facility working with autism in adolescent youth. They will be located at 2141 County 21st Rd 420, formally known as the Caddyshack or Oaks Restaurant.

11. Notice of General Election on November 4, 2025

Reminder of the upcoming election for the three City Commission seats.

12. The Oaks Golf Course

A lease agreement is in the works for the Oaks Golf Course, with the intent of it to return to use as a golf course.

13. Sign Ordinance Review

West shared that she will be coordinating a meeting for the Sign Ordinance Subcommittee during the month of October, and has set a goal to have the ordinance amendment drafted for the spring.

COMMISSIONER COMMENTS

Chairperson, Haulotte, shared a funding opportunity for pollinator plots through the Delta County Conservation District. The Planning Commission brainstormed potential locations, and ideas included the Native American Statues near the Gladstone Pavilion, as well as the pocket park at 701 Delta Ave.

ADJOURNMENT

The meeting adjourned at 5:35 PM ET.