



GLADSTONE PLANNING COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
August 05, 2025
5:00 PM

MINUTES

CALL TO ORDER

Commission Chair, Howard Haulotte, called the meeting to order at 5:00 PM ET.

ROLL CALL

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

City Commission Present: Mayor Joe Thompson, Commissioner Judy Akkala

Staff Present: Manager Buckman, Renee Barron, Barry Lund, Rob Spreitzer, Patricia West

APPROVAL AND/OR CORRECTIONS OF:

1. Planning Commission Meeting Minutes - July 1, 2025

Motion made by Noreus, seconded by Leonard to approve the Planning Commission Meeting Minutes of July 1st, 2025.

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

MOTION CARRIED.

ADDITIONS TO AGENDA

Chairperson Haulotte informed the Commission of the resignation received from Commissioner John Noreus. He added "Resignation of Commissioner Noreus" to the agenda under New Business as Item 5, bumping the following agenda items down in unison.

PUBLIC HEARINGS

2. Grand View Estates #4

Dan Block, President and Project Engineer of Dynamic Design Group, Inc., presented an overview of the proposed engineering plans for Grand View Estates #4. Block serves as the lead engineer for the project on behalf of Phil and Lee's Homes, the owner of the vacant property seeking to expand the Grand View Estates subdivision.

Barron and West provided context regarding the internal city review process, noting that the proposed design resulted from collaborative discussions with each department head.

Chairperson Haulotte opened the public hearing at 5:10 PM ET.

Betty Toutloff, 710 N Bluff Dr, inquired about the project timeline and which lots would be developed first.

Block responded that development is targeted for summer 2026 and identified the specific section of the proposed plans that comprise Grand View Estates #4.

Melissa Pischel, 3 Pinewood Dr, asked about the anticipated timeline for the development of Lots 5 and 6, as well as questions regarding cul-de-sacs and connectivity.

Block explained that lot development would depend on individual lot sales. He further noted that internal city feedback advised against cul-de-sacs, and the final plan emphasizes connectivity through outlots.

Chairperson Haulotte closed the public hearing at 5:19 PM ET.

The Commission then entered discussion on the proposal:

Commissioner DiFiore asked about the inclusion of sidewalks.

Block and Public Works Superintendent Barry Lund explained that sidewalks were not included in the design due to the associated need for storm sewer infrastructure. However, to enhance walkability, the roadway was widened to include an additional three feet on each side.

Commissioner Hewitt asked whether homes must be purchased directly from Phil and Lee's.

It was clarified that this is the developer's intent, with lots to be sold directly through Phil and Lee's Homes.

Commissioner Kennedy inquired about the feasibility of constructing basements on the lots.

Block confirmed there would be no issue if homeowners desired basements.

Commissioner Leonard questioned the minimum easement width reflected in the plans.

Block stated that all department heads requested 10-foot easements, which are shown in the proposed plans. Where 5-foot easements are shown on individual parcels, the adjacent lot would contain the remaining 5 feet, achieving the full 10-foot easement width.

Having received the preliminary plans as presented and finding that the plans meet the existing city policies, motion made by Noreus, seconded by Hewitt to approve the preliminary plans and forward them to the City Commission for their review.

During discussion, Commissioner Hewitt recommended amending the motion to notify all property owners within 300 ft of the proposed development in preparation for the City Commission Public Hearing.

Commissioner Noreus amended his motion to include the recommendation:

Having received the preliminary plans as presented and finding that the plans meet the existing city policies, motion made by Noreus, seconded by Hewitt to approve the preliminary plans and forward them to the City Commission for their review, with the recommendation that all property owners within 300 ft of the proposed

development be notified of the public hearing, in alignment with Sec. 30-513 of the Code of Ordinances.

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

MOTION CARRIED.

UNFINISHED BUSINESS

None.

NEW BUSINESS

3. Sale of City-Owned Property | Escanaba Township Properties

West notified the commission that the City of Gladstone's policy for the sale of city-owned land requires that the Planning Commission review purchase requests to consider zoning and land use considerations before making a recommendation to the City Commission.

The city is seeking bids for two properties in Escanaba Township which were previously utilized by Public Works. Since the Gladstone Planning Commission holds no authority over the zoning of these properties, city staff wanted to ensure we met the requirements of our policy in placing this notification before the Planning Commission, but no recommendation on zoning is required from the commission.

Motion made by Kennedy, seconded by Leonard to place the Escanaba Township properties on the list of city properties for sale.

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

MOTION CARRIED.

4. Sign Ordinance Review

West provided an overview of the limitations within the City of Gladstone's current sign ordinance. She initiated a discussion on the possibility of revisiting the ordinance to better align with evolving trends in the sign industry, while still preserving the quaint character and visual appeal of the community.

Although no formal motion was made, the Commission expressed collective support for West to pursue professional development opportunities aimed at gathering information and best practices for potential ordinance improvements. Chairperson Haulotte requested that the formation of a sign ordinance subcommittee be added to the agenda for the Planning Commission's next meeting.

5. Resignation of Commissioner Noreus

Commissioner John Noreus has submitted his written resignation from the Planning Commission. Commissioner Noreus intends to serve until a suitable replacement is found or until the end of his current term.

Motion made by Leonard, seconded by Hewitt to accept the resignation of Commissioner Noreus following the replacement of the seat or the end of his term, and to post the vacancy.

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

MOTION CARRIED.

PUBLIC COMMENT

Denise Messina, representing the United Methodist Church of Gladstone, spoke in support of reviewing the City of Gladstone's sign ordinance.

Barry Lund, Superintendent of Public Works, proposed the idea of the City of Gladstone exploring the development of a trailer home subdivision in the future to address current housing needs.

INFORMATION SHARING

6. 2025 Downtown Gladstone Survey

West shared that the Gladstone DDA currently has a Downtown Survey open through August 11th to gather feedback from our downtown property owners, business owners, and residents.

7. 2025 Facade Grant Program

The facade grant application round will open for applicants within the downtown district beginning September 1st, and close on October 31st. Applicants will be notified by the end of the calendar year on the receipt of funding, to be used in 2026.

8. Gladstone Social District

The social district has officially opened in Downtown Gladstone.

9. Candidates Announced for Gladstone City Commission Seats

West and Manager Buckman updated the Planning Commission on the four candidates running for City Commission in November:

- Joe Thompson
- Mike O'Connor
- Steve O'Driscoll
- Whitney Maloney

10. Industrial Facility Tax (IFT) District Established for AMI Industries

West provided an update on the status of AMI Industries' pursuit of an IFT District.

11. Public Safety Drone Purchase Approved

West shared that the City Commission approved the purchase of a new drone for Public Safety, following successful fundraiser efforts by Public Safety Officer, Leif Sjoquist.

12. Receipt of Intent to Update Escanaba Township Master Plan

West notified the Commission that the City of Gladstone had received written notice of Escanaba Township's intent to begin the process of updating their Master Plan. She will keep this Commission informed of updates as they come.

COMMISSIONER COMMENTS

None.

ADJOURNMENT

The meeting adjourned at 6:08 PM ET,