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CITY OF FLORISSANT



Planning and Zoning Commission  
Unofficial Planning & Zoning Minutes  
June 21, 2021

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**CITY OF FLORISSANT**



The Planning and Zoning Commission of the City of Florissant in the Council Chamber at 955 rue St. Francois on Monday, June 21, 2021 at 7:00 p.m. with Chairman Olds presiding.

**Roll Call**

On Roll Call the following members were present: Steve Olds, Tim Lee, Robert Nelke, Allen Minks, Lee Baranowski, and David Smith. John Martine was excused. Also present was Phil Lum, Building Commissioner, and Savanna Burton, Deputy City Clerk. A quorum being present the Planning and Zoning Commission was in session for the transaction of business.

**Approval of Minutes**

Chairman Olds moved to approve Meeting Minutes of May 17, 2021, seconded by Lee. Motion carried.

**New Business**

**Item 1 12779 New Halls Ferry (Magic Mart)**

**PZ062121-1 Continued - Ward 8**

Request approval to keep bars in windows and LED lights at an existing convenience store with liquor, located at 12779 New Halls Ferry in an existing 'B-2' Central Business District.

Commissioner Lee made a motion to continue the item until the July 19, 2021 meeting.

The motion was seconded by Baranowski. On Roll Call the Commission voted: Olds yes, Nelke yes, Lee yes, Smith yes, Baranowski yes, and Minks yes. Motion carried.

**Item 2 12895 New Halls Ferry (Imo's)**

**PZ062121-2 Approved - Ward 8**

Request recommended approval of a rezoning to a 'B-5' Planned Commercial District to allow for a drive-through, carryout restaurant, currently located in a 'B-5' Extensive Business District.

Phil Lum, Building Commissioner, reviewed the staff report and mentioned the parking spots were more than the requirement for the size and occupancy of the business.

72 Robert Lee, 2324 Hampton Ave, stated the existing building will be removed, the entrance(s)  
73 will remain the same, and other improvements include pavement patching, repair, and lot striping. He  
74 stated the located would be used for delivery and pick-up only with a drive through option. Mr. Lee  
75 informed the commission that the new building would have more landscaping to comply with code, an  
76 enclosed dumpster, and the rooftop equipment would be screen with no additional signage needed.

77 Chairman Olds made a motion to recommend approval to amend a ‘B-5’ Planned Commercial,  
78 to allow for development of a carryout, drive-through restaurant located at 12895 New Halls Ferry in an  
79 existing ‘B-5’ Zoning District, with the following conditions to be part of the record:

80 **1. PERMITTED USES**

81 The Uses permitted in this ‘B-5’ Planned Commercial District shall be limited to a sit down,  
82 carry out, drive through restaurant as herein described and any Uses allowed as Permitted  
83 Uses in the ‘B-3’ District.  
84

85 **2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS**

86 The building shall be limited to a single story building with a total square footage of  
87 approximately 1568 square feet. The main building shall not exceed 16 feet in height. The  
88 building shall be constructed of as depicted on the plans presented: Plans dated 6/3/210 by  
89 V Three Studios, that include Cover Sheet, A002, A003, A004, A100, A202A and A203.  
90

91 **3. PERFORMANCE STANDARDS**

92 Uses within this ‘B-5’ Planned Commercial District identified herein shall conform to the  
93 most restrictive performance standards as set forth in Article VII of the Florissant Zoning  
94 Code.  
95

96  
97 **5. FINAL SITE DEVELOPMENT PLAN GENERAL CRITERIA**

98 The above Final Site Development Plan shall include the following:  
99

- 100 a. Location and size, including height of building, landscaping and general use of the  
101 building.
- 102 b. Gross square footage of building.
- 103 c. Existing and proposed roadways, drives, and sidewalks on and adjacent to the property in  
104 question.
- 105 d. Location and size of parking areas and internal drives.
- 106 e. Building and parking setbacks.
- 107 f. Curb cut locations.
- 108 g. Existing proposed contours at intervals of not more than two (2) feet.
- 109 h. Preliminary storm water and sanitary sewer facilities.
- 110
- 111
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- 117  
118 I. Identification of all applicable cross-access and cross-parking agreements.  
119  
120 6. **FINAL SITE DEVELOPMENT PLAN CRITERIA**  
121 The above Final Site Development Plan shall adhere to the following specific design  
122 criteria:  
123  
124 a. Structure Setbacks.  
125 (1) No building, excluding **retaining walls less than 2' ht.** and light standards shall be  
126 located within forty (40) feet of the right-of-way.  
127 (2) The setbacks shall be as approved by the Planning and Zoning Commission.  
128  
129 b. Parking, Loading and Internal Drives Setbacks.  
130 (1) Parking, loading spaces, internal drives and roadways shall be located in accordance  
131 with drawings attached.  
132 (2) All of the setbacks for the Preliminary Development Plan are approved but may be  
133 modified with the approval of the Planning and Zoning Commission. **(front setback**  
134 **shall be adjusted in the Final Development Plan to 40' from 45'.**  
135  
136 c. Minimum Parking/Loading Space Requirements.  
137 (1) Parking regulations shall be as required by 405.225 of the Florissant Zoning Code,  
138 except as otherwise varied herein. There shall be a minimum of **28** parking spaces.  
139 Parking spaces shall comply with the Florissant parking requirements.  
140  
141 d. Road Improvements, Access and Sidewalks.  
142 (1) St. Louis County Department of Highways shall approve any new work in the right-  
143 of-way. The property owner shall comply with all requirements for roadway  
144 improvements as specified by the Director of Public Works and St. Louis County  
145 Department of Highways in approving new work.  
146  
147 e. Lighting Requirements.  
148 Lighting of the property shall comply with the following standards and requirements:  
149  
150 (1) All site lighting shall be as shown in accordance with the lighting plan A004  
151 attached.  
152 (2) The maximum height of any new lights, including base, light fixture and light  
153 standard, shall be 25 feet above grade.  
154 (3) All lot lighting shall be directed downward and inward to reduce glare onto the  
155 adjacent properties and roads.  
156  
157 f. Sign Requirements.  
158  
159 (1) All signage shall comply with the City of Florissant sign ordinance.  
160  
161 g. Landscaping and Fencing.  
162 (1) Landscaping shall be in accordance with the landscaping plan marked **A100**, except  
163 as amended herein.  
164 (2) The new grass areas and new landscaped areas shall have a fully operation  
165 underground irrigation system.

166 (3) Any modifications to the landscaping plan shall be reviewed and approved by the  
167 Planning and Zoning Commission.

168

169 h. Storm Water.

170 Storm Water and drainage facilities shall comply with the following standards and  
171 requirements:

172

173 (1) Written approval of any required below ground storm water detention by the  
174 Metropolitan St. Louis Sewer District shall be filed with the Department of Public  
175 Works.

176

177 (2) The Director of Public Works shall review the storm water plans to assure that storm  
178 water flow will have no adverse affect the neighboring properties or roads.

179

180 i. Miscellaneous Design Criteria.

181 (1) All applicable parking, circulation, sidewalks, and all other site design features shall  
182 comply with the Florissant City Code.

183

184 (2) The minimum yard requirements shall be as set forth in the City Code for the ‘B-5’  
185 Planned Commercial District.

186

187 (3) All dumpsters shall be contained within a trash enclosure constructed of material to  
188 match the building with gates that are solid metal, metal reinforced vinyl or metal  
189 picket type with a maximum spacing of the pickets of 2 inches. The trash enclosure  
190 shall be located as shown on **A100**

191

192 (5) All storm water and drainage facilities shall be constructed, and all landscaping shall  
193 be installed, prior to occupancy of the building, unless remitted by the Director of  
194 Public Works due to weather related factors.

195

196 (6) All mechanical equipment shall be roof mounted and screened from view by the  
197 building parapet walls. All electrical equipment shall be properly screened with  
198 landscaping as required by section 405.245 of the Florissant Municipal Code.

199

200 (7) Unless and except to the extent otherwise specifically provided herein, the Final Site  
201 Development Plan shall comply and be in accordance with all other ordinances of  
202 the City of Florissant.

203

204 **(8) Exterior materials shall be as shown on drawing A202A and A203.**

205

206 **7. AMENDMENTS TO THE SITE AND EXTERIOR BUILDING PLANS:**

207 Any changes to the approved plans attached hereto must be reviewed by the Building  
208 Commissioner. The Building Commissioner must make a determination as to the extent of the  
209 changes per the following procedure:

210

211 1. The property owner or designate representative shall submit in writing a request for an  
212 amendment to the approved plans. The Building Commissioner shall review the plans  
213 for consistency with the purpose and content of the proposal as originally or previously  
214 advertised for public hearing and shall make an advisory determination.

- 215 2. If the Building Commissioner determines that the requested amendment is not
- 216 consistent in purpose and content with the nature of the purpose as originally proposed
- 217 or previously advertised for the public hearing, then an amendment to the special use
- 218 permit shall be required and a review and recommendation by the planning and zoning
- 219 commission shall be required and a new public hearing shall be required before the City
- 220 Council.
- 221 3. If the Building Commissioner determines that the proposed revisions are consistent with
- 222 the purpose and content with the nature of the public hearing then a determination of
- 223 non-necessity of a public hearing shall be made.
- 224 4. Determination of minor changes: If the Building Commissioner determines that an
- 225 amendment to the special use permit is not required and that the changes to the plans are
- 226 minor in nature the Building Commissioner may approve said changes.
- 227 5. Determination of major changes: If the Building Commissioner determines that an
- 228 amendment to the 'B-5' is not required but the changes are major in nature, then the
- 229 owner shall submit an application for review and approval by the Planning and Zoning
- 230 commission.

231  
232 **12. VERIFICATION PRIOR TO OCCUPANCY PERMIT**

233 Submit Final Development Plan for approval prior to recording per City Code Section  
234 405.135.

235  
236 **13. GENERAL DEVELOPMENT CONDITIONS.**

- 237 a. Unless, and except to the extent, otherwise specifically provided herein, development
- 238 shall be effected only in accordance with all ordinances of the City of Florissant.
- 239
- 240 b. The Department of Public Works shall enforce the conditions of this ordinance in
- 241 accordance with the Final Site Development Plan approved by the Planning & Zoning
- 242 Commission and all other ordinances of the City of Florissant.

243  
244 **7. PROJECT COMPLETION.**

245 Construction shall start within **60** days of the issuance of building permits, and the  
246 development shall be completed in accordance of the final development plan within **365**  
247 days from start of construction.

248  
249 The motion was seconded by Lee. On Roll Call the Commission voted: Olds yes, Nelke yes,  
250 Lee yes, Smith yes, Baranowski yes, and Minks yes. Motion carried.

251  
252 **Item 3 3234 Parker Rd (Healthy Habits Nutrition)**

253 **PZ062121-3 Approved - Ward 9**

254 Request to recommended approval to amend the Uses in a 'B-5' Planned Commercial District, to  
255 allow for adding a Restaurant in a Nutrition Club located at 3234 Parker Rd.

256  
257 Brittney Wayne, 11786 Macrinus Dr., stated the location is a nutrition club and meal prep  
258 location with a smoothie bar.

259

260 Chairman Olds made a motion to recommend approval to amend the conditions of a 'B-5' for a  
261 sit-down, carry-out restaurant at 3234 Parker (Healthy Habits Nutrition) in a 'B-5' Planned Commercial  
262 District, subject to the following conditions to be part of the record:

- 263 1. Add to Permitted Uses, a sit down carryout restaurant at 3234 Parker for Healthy Habits
- 264 Nutrition as depicted on the attached plans. Any amendment to the Use, arrangement or plans is
- 265 subject to a 'B-5' Amendment.
- 266 2. The project shall be as shown on 1 through 12 dated 8/12/16 by Eric Fick, attached.
- 267

268 Since this property is zoned 'B-5' without a City ordinance, the recommendation includes incorporation  
269 of typical 'B-5' language:

270

271 **1. PERMITTED USES**

272

273 The use permitted in this B-5 Planned Commercial District shall be limited to those  
274 permitted in a 'B-3' Extensive Business District, without a Special Use Permit and the  
275 following Uses:

276

- 277 a. a sit down carryout restaurant at 3234 Parker for Healthy Habits Nutrition as depicted on
- 278 the attached plans. Any amendment to the Use, arrangement or plans is subject to a 'B-
- 279 5' Amendment as shown on drawings 1 through 12 dated 8/12/16 by Eric Fick, attached.

280

281

282 **2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS**

283

284 The building shall be limited to a single story building with a total square footage of  
285 approximately 9900 square feet. The main building shall not exceed 22 feet in height. The  
286 building shall be constructed of as depicted on the plans presented and approved by the  
287 Planning & Zoning Commission by Idea Architects, dated

288

289

290 **3. PERFORMANCE STANDARDS**

291

292 Uses within this B-5 Planned Commercial District identified herein shall conform to the  
293 most restrictive performance standards as set forth in Article VII of the Florissant Zoning  
294 Code.

295

296

297 **5. FINAL SITE DEVELOPMENT PLAN GENERAL CRITERIA**

298

299 The above Final Site Development Plan shall include the following:

300

- 301 a. Location and size, including height of building, landscaping and general use of the
- 302 building.

303

- 304 b. Gross square footage of building.

305

- 306 c. Existing and proposed roadways, drives, and sidewalks on and adjacent to the property in
- 307 question.

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- d. Location and size of parking areas and internal drives.
- e. Building and parking setbacks.
- f. Curb cut locations.
- g. Existing proposed contours at intervals of not more than two (2) feet.
- h. Preliminary storm water and sanitary sewer facilities.
- I. Identification of all applicable cross-access and cross-parking agreements.

**6. FINAL SITE DEVELOPMENT PLAN CRITERIA**

The above Final Site Development Plan shall adhere to the following specific design criteria:

a. Structure Setbacks.

- (1) No building, excluding retaining walls and light standards shall be located within forty (40) feet of the right-of-way of North Highway 67.
- (2) The setbacks shall be as approved by the Planning and Zoning Commission.

b. Parking, Loading and Internal Drives Setbacks.

- (1) Parking, loading spaces, internal drives and roadways shall be located in accordance with the plans approved by the Planning & Zoning Commission by Idea Architects.
- (2) All of the setbacks shall be consistent with the Zoning Code, but may be modified with the approval of the Planning and Zoning Commission.

c. Minimum Parking/Loading Space Requirements.

- (1) Parking regulations shall be as required by 405.225 of the Florissant Zoning Code, except as otherwise varied herein. There shall be a minimum of 46 parking spaces. Parking spaces shall comply with the Florissant parking requirements.

d. Road Improvements, Access and Sidewalks.

- (1) The Director of Public Works, the Missouri Department of Transportation (MODOT) and St. Louis County Department of Highways shall approve any new work in the North Highway 67 right-of-way. The property owner shall comply with all requirements for roadway improvements as specified by the Director of Public Works and MODOT in approving new work.

e. Lighting Requirements.

Lighting of the property shall comply with the following standards and requirements:



- 357 (1) All site lighting shall be compliant with the regulations of the City of Florissant.  
358 (2) The maximum height of any lights, including base, light fixture and light standard,  
359 shall be 25 feet above grade.  
360 (3) All lot lighting shall be directed downward and inward to reduce glare onto the  
361 adjacent properties and roads.

362  
363 f. Sign Requirements.  
364

- 365 (2) All other signage shall comply with the City of Florissant sign ordinance.  
366

367 g. Landscaping and Fencing.  
368

- 369 (1) Landscaping shall be in accordance with the landscaping requirements of City of  
370 Florissant landscape and screening ordinance.  
371 (2) Any modifications to the landscaping plan shall be reviewed and approved by the  
372 Planning and Zoning Commission.  
373

374 h. Storm Water.  
375

376 Storm Water and drainage facilities shall comply with the following standards and  
377 requirements:  
378

- 379 (1) Written approval of any required below ground storm water detention by the  
380 Metropolitan St. Louis Sewer District shall be filed with the Department of Public  
381 Works.  
382  
383 (2) The Director of Public Works shall review the storm water plans to assure that storm  
384 water flow will have no adverse effects on the neighboring properties or roads.  
385

386 i. Miscellaneous Design Criteria.  
387

- 388 (1) All applicable parking, circulation, sidewalks, and all other site design features shall  
389 comply with the Florissant City Code.  
390  
391 (2) The minimum yard requirements shall be as required by the City of Florissant  
392 Zoning Code.  
393  
394 (3) All dumpsters shall be contained within a trash enclosure constructed of material  
395 complimentary to the building with gates that are solid metal, metal reinforced vinyl  
396 or metal picket type with a maximum spacing of the pickets of 2 inches. The trash  
397 screen shall be located in the Southeast corner of the property as it is existing.  
398  
399 (5) All storm water and drainage facilities shall be constructed, and all landscaping shall  
400 be installed, prior to occupancy of the building, unless remitted by the Director of  
401 Public Works due to weather related factors.  
402  
403 (6) All mechanical equipment shall be roof mounted and screened from view by the  
404 building parapet walls. All electrical equipment shall be properly screened with  
405 landscaping as required by section 405.245 of the Florissant Municipal Code.

406  
407 (7) Unless and except to the extent otherwise specifically provided herein, the Final Site  
408 Development Plan shall comply and be in accordance with all other ordinances of  
409 the City of Florissant.  
410

411 **7. AMENDMENTS TO THE SITE AND EXTERIOR BUILDING PLANS:**

412 Any changes to the approved plans attached hereto must be reviewed by the Building  
413 Commissioner. The Building Commissioner must make a determination as to the extent of the  
414 changes per the following procedure:  
415

- 416 6. The property owner or designate representative shall submit in writing a request for an  
417 amendment to the approved plans. The building commissioner shall review the plans  
418 for consistency with the purpose and content of the proposal as originally or previously  
419 advertised for public hearing and shall make an advisory determination.
- 420 7. If the building commissioner determines that the requested amendment is not consistent  
421 in purpose and content with the nature of the purpose as originally proposed or  
422 previously advertised for the public hearing, then an amendment to the special use  
423 permit shall be required and a review and recommendation by the planning and zoning  
424 commission shall be required and a new public hearing shall be required before the City  
425 Council.
- 426 8. If the building commissioner determines that the proposed revisions are consistent with  
427 the purpose and content with the nature of the public hearing then a determination of  
428 non-necessity of a public hearing shall be made.
- 429 9. Determination of minor changes: If the building commissioner determines that an  
430 amendment to the special use permit is not required and that the changes to the plans are  
431 minor in nature the Building Commissioner may approve said changes.
- 432 10. Determination of major changes: If the Building Commissioner determines that an  
433 amendment to the 'B-5' is not required but the changes are major in nature, then the  
434 owner shall submit an application for review and approval by the Planning and Zoning  
435 commission.  
436

437 **12. VERIFICATION PRIOR TO OCCUPANCY PERMIT**

438 Submit Final Development Plan for approval prior to recording per City Code Section  
439 405.135.  
440

441 **13. GENERAL DEVELOPMENT CONDITIONS.**

- 442 a. Unless, and except to the extent, otherwise specifically provided herein, development  
443 shall be effected only in accordance with all ordinances of the City of Florissant.  
444
- 445 b. The Department of Public Works shall enforce the conditions of this ordinance in  
446 accordance with the Final Site Development Plan approved by the Planning & Zoning  
447 Commission and all other ordinances of the City of Florissant.  
448

449 **7. PROJECT COMPLETION.**

450 Construction shall start within 60 days of the issuance of building permits, and the  
451 development shall be completed in accordance of the final development plan within 180  
452 days from start of construction.  
453  
454

455 The motion was seconded by Minks. On Roll Call the Commission voted: Olds yes, Nelke yes,  
456 Lee yes, Smith yes, Baranowski yes, and Minks yes. Motion carried.

457

458 **Item 4 530 N Highway 67 (RNR Tire Express)**

459 **PZ062121-4 Approved - Ward 2**

460 Request approval of a wall sign up to 100 s.f. at an existing auto repair, in an existing 'B-3'  
461 Extensive Business District.

462

463 Phil Lum, Building Commissioner, stated the new sign will be 77.9 s.f. and located on the  
464 building about 146 ft away from the right of way on N. Hwy 67.

465 Garret Newhouse, 540 Vosbrink, stated the previous sign was located on the front lower portion  
466 of the building and the new sign will be on the large fascia of the building and more proportionate to the  
467 building size.

468 Chairman Olds made a motion to recommend approve the sign presented, and according to the  
469 sign drawing entitled RNR Tire Express (for 530 N Hwy 67), as prepared by Ziglin Sign Co. Approval  
470 is subject to the regulations of the City of Florissant building code, and the following additional  
471 requirements:

472

473 **1. GENERAL DEVELOPMENT CONDITIONS.**

474 a. Unless, and except to the extent, otherwise specifically provided, the sign shall be  
475 affected only in accordance with all ordinances of the City of Florissant.

476 **2. PROJECT COMPLETION.**

477 a. Construction shall start within 30 days of the issuance of building permit for the project  
478 and shall be installed in accordance of the approved construction plan within 90 days of  
479 start of construction.

480

481 The motion was seconded by Nelke. On Roll Call the Commission voted: Olds yes, Nelke yes,  
482 Martine yes, Lee yes, Smith absent, Baranowski no, and Minks yes. Motion carried.

483

484 **Item 5 9 Paddock Hills Shopping Center**

485 **PZ062121-5 Approved - Ward 9**

486 Request recommended approval for a Special Use Permit, to allow for an Event Center in a 'B-  
487 3' Extensive Business District.

488

489 Phil Lum, Building Commissioner, stated the property is a strip mall which has more than  
490 enough parking for the business and is not located adjacent to residential properties for the requirement  
491 of a vinyl fence.

492 Breonna Hargrove, 14349 Wild Fox, stated she has been in the event planning business for 6  
493 years and the business has grown larger which has required her to get her own location. She stated the  
494 events could request a cash bar which would then require payment for security, sewing classes, and  
495 other private events for about 44 people. She stated the events could have music, a dance floor, dining  
496 experience, and other similar.

497 Chairman Olds made a motion to recommend approval of a Special Use to allow for an Event  
498 Center established in a 'B-3' Extensive Business District as shown on plans attached, subject to the  
499 conditions set forth below with these conditions being part of the record:

500

501 1. Activities or Events will be limited by the City Code and the following Uses, for which there is  
502 a fee provided for in the City Code under Dane Hall Licensure. Permitted Uses shall be limited  
503 to:

504 a. Banquets

505 b. Dining

506 c. Music Concerts

507 d. Educational Classes

508

509 The motion was seconded by Smith. On Roll Call the Commission voted: Olds yes, Nelke yes,  
510 Lee yes, Smith yes, Baranowski yes, and Minks yes. Motion carried.

511

512 **Item 6 'B-1', 'B-2', 'B-3', and 'R-6' Zoning District**

513 **PZ062121-6 Approved - Ward 1-9**

514 Request recommended approval to change the Zoning Code to allow EV Charging Stations as a  
515 Permitted Use.

516

517 Phil Lum, Building Commissioner, stated the purpose of the zoning code changes would be to  
518 prevent a Special Use Permit needed for electric vehicle parking in multi-family residential and  
519 commercial building zoning.

520 Chairman Olds made a motion to continue the item until the July 19, 2021 meeting for time to  
521 review other cities' zoning regulations and ratios for charging stations.

522           The motion was seconded by Smith. On Roll Call the Commission voted: Olds yes, Nelke yes,  
523 Lee yes, Smith yes, Baranowski no, and Minks yes. Motion carried.

524    **Adjournment**

525           Chairman Olds stated the next meeting will be held on Monday, July 19, 2021 at 7:00 p.m. Mr.  
526 Lee moved to adjourn the meeting, seconded by Minks. Motion carried. Meeting adjourned at 8:58 p.m.

527

528

529

---

Savanna B Burton, Deputy City Clerk