



## MEETING MINUTES

### City of Berkeley City Plan Commission

Wednesday, April 12, 2023

1:00 P.M.

Virtual Zoom Meeting, 8425 Airport Road, St. Louis, MO 63134

Note: The agenda for this meeting was posted and is in compliance with the Open Meetings Law.

Members Present: Kevin Spraggins, Mayor Deinbo, Carolyn Crimes, Deborah White, Danita Neal (*intermittent, but did not vote due to technical issues*)

Staff present: Nathan Mai-Lombardo-City Manager, Elliot Liebson-Economic Development Coordinator, Col. Art Jackson-Police Chief, James Linhardt-Fire Chief, Joanna Campbell-Public Works Secretary, Deanna Jones-City Clerk

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### CALL TO ORDER / DECLARATION OF QUORUM

The Plan Commission members met in a virtual setting on Wednesday, April 12, 2023; Chairman Spraggins called the meeting to order at 1:01 pm. Quorum was established.

### MINUTES

Approval of March 8, 2023 City Plan Meeting Minutes. Chairman Spraggins made the **MOTION** to approve the minutes. Commissioner White **SECONDED** the motion. A voice vote was taken, and the minutes were unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, White, Neal.

### PUBLIC COMMENT:

None.

### OLD BUSINESS

**Case # 23-07** – A request for Transferring Special Use Permit Case #20-15 by Kimistry Victorious, for *Kays Korner* located at 8351 Frost Road, due to the owner's name change.

Chairman Spraggins brought forth Case 23-07. Applicant Kimistry Victorious was present. Applicant came before the Plan Commission to seek approval to add hot food items to her Special Use Conditions. Applicant was changing her business to include candy, convenience, and concession items. Concession items would include a popcorn machine, snow cone machine, cotton candy machine, hot dog cooker, pizza cooker, and nacho machine. According to the Health Department, the only equipment necessary was a three-compartment sink. Plan Commission stated that the property was to be maintained and trash picked up regularly due to the increase of additional products offered.

Chairman Spraggins made the **MOTION** to remove Condition 14, "*Cooking and selling hot foods prohibited – not approved for kitchen.*" Commissioner White **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, White, Neal.

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Chairman Spraggins made the **MOTION** to approve the Special Use Permit with conditions. Commissioner White **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, White, Neal.

**Case # 23-08** – A request for referral to the City Plan Commission for a Special Use Permit by Vencentia Barber and Donna Smith to open an adult daycare business, *Genuine Adult Daycare Service, LLC*, located at 8650 Frost Avenue, Berkeley, MO 63134.

Chairman Spraggins brought forth Case 23-08. Applicants Vencentia Barber and Donna Smith were present and stated that they wanted to open Genuine Adult Daycare, a licensed facility serving senior and adult individuals with medical issues and disabilities. The Applicants are currently healthcare providers with experience in home health care services and adult health care services. Breakfast and lunch would be catered and served. There is a kitchen in the building. No specific equipment is required and there would be no overnight services. Operating hours would be five days a week from 8:00 am to 4:00 pm. State approval will be provided after City approval. There will be a screening process for patients that will involve a doctor's examination. Transportation will also be provided for pickups and drop offs. Staff will be licensed, screened, and subjected to background checks through the Family Care Register Safety Checks. Staff will consist of a licensed or registered nurse, office personnel, direct care staff, activities staff, and drivers. Applicants ensured that there are security camereas at the location and that updated camereas would be installed.

Plan Commission stated that the exterior needed to be maintained and kept free of trash and debris.  
Chairman

Chairman Spraggins made the **MOTION** to approve the Special Use Permit with conditions. Commissioner White **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, White, Neal.

**Case # 23-09** – Create new Zoning Districts DT-1 and DT-2

Chairman Spraggins brought forth Case 23-09. Director of Planning and Economic Development Elliot Liebson presented the case providing an overview of the proposed zoning changes, positive changes and impact to the City of Berkeley, and future goals.

Chairman Spraggins made the **MOTION** to approve Case 23-08– Create new Zoning Districts DT-1 and DT-2. Commissioner Neal **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, White, Neal.

### NEW BUSINESS:

None.

### OTHER BUSINESS

None

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### **CONCLUDED**

The next regularly scheduled meeting of the City Plan Commission is held on **Wednesday, May 10, 2023 at 1:00 PM.**

### **ADJOURNMENT**

No further business came before the Commission. Chairman Spraggins made the **MOTION** to adjourn. Commissioner Neal **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, White, Neal.

Chairman Spraggins adjourned the meeting at 2:13 PM.

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Respectfully submitted by:  
Joanna Campbell, Public Works Secretary  
Recording Secretary

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Approved for submittal by:  
Kevin Spraggins  
Chairman