



GLADSTONE ECONOMIC DEVELOPMENT CORPORATION (EDC) REGULAR MEETING

Electric Department Conference Room
10 North 11th Street
February 10, 2026
12:00 PM

AGENDA

CALL TO ORDER

1. Roll Call

PUBLIC COMMENT

FINANCES

- [2.](#) December 2025 Revenue & Expenditure Report

CONSENT AGENDA

- [3.](#) EDC Meeting Minutes - January 13, 2026

UNFINISHED BUSINESS

NEW BUSINESS

- [4.](#) 2026-2027 Proposed EDC Budget
- [5.](#) WPPI Discussion & Updates

CITY STAFF UPDATES

- [6.](#) Downtown Action Plan
7. Feedback on Sign Ordinance
- [8.](#) Planning Commission Annual Report
- [9.](#) Small Business Support HUB Workshop | Creating Projections to Apply for a Bank Loan

DELTA COUNTY ECONOMIC DEVELOPMENT AUTHORITY REPORT

ADJOURNMENT

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone. Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

Posted: 02-09-2026

Patricia West, Community Development Director
906-428-2311

RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS

(Excerpt from City Commission Rules of Procedure Adopted: 11-25-2019)

A. Public Comment / Public Hearings

At regular and special meetings of the commission, individuals wishing to be heard may address the commission during the public comment/public hearing periods as set forth in the agenda under the following rules:

1. Each speaker shall state name and address for the record.
2. Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary
3. Each speaker shall try to be concise and refrain from repeating comments already addressed by the commission.
4. Speakers who do not cease speaking when asked to do so will be deemed out of order and will not be allowed to address the commission again for the remainder of the meeting; continued disruption will warrant removal from the meeting.
5. The commission shall not decide issues that arise during public comment.
6. Speakers should address the commission through the presiding officer.
7. Commissioners and staff will not debate with the public.
8. Speakers will not verbally attack City Commissioners, City Staff or members of the public attending the meeting. Any such behavior will not be tolerated and any person presenting in this manner will be warned by the Mayor and shall be removed by Public Safety for noncompliance.
9. No vulgar or obscene language will be used by the speakers.
10. Any information the speaker wants to distribute to the Commission must first ask the Chair (Mayor) if they may present the Commission written comments at the meeting.
11. Speakers may not ask questions of the board during this time as the Commission or Staff will not address them during this public comment period.

REVENUE AND EXPENDITURE REPORT FOR CITY OF GLADSTONE

Balance As of 12/31/2025
 % Fiscal Year Completed: 75.34

Item 2.

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	YTD Balance 12/31/2025 Normal (Abnormal)	Available Balance 12/31/2025 Normal (Abnormal)	% Bdg Used
Fund: 244 ECONOMIC DEVELOPMENT FUND						
Account Category: Revenues						
Department: 000 REVENUE						
244-000-665.000	INTEREST INCOME	2,200.00	2,200.00	3,040.41	(840.41)	138.20
244-000-699.390	TRANSFER FROM FUND BALANCE	10,350.00	10,350.00	0.00	10,350.00	0.00
Total Dept 000 - REVENUE		12,550.00	12,550.00	3,040.41	9,509.59	24.23
Revenues		12,550.00	12,550.00	3,040.41	9,509.59	24.23
Account Category: Expenditures						
Department: 537 ADMINISTRATIVE						
244-537-751.000	MATERIALS & SUPPLIES	100.00	100.00	68.43	31.57	68.43
244-537-756.000	COMPUTER	100.00	100.00	95.70	4.30	95.70
244-537-757.000	COPIES	50.00	50.00	0.00	50.00	0.00
244-537-761.000	GENERAL FUND ADMINISTRATIVE FEES	500.00	500.00	546.00	(46.00)	109.20
244-537-800.000	CONTRACTED SERVICES	100.00	100.00	600.00	(500.00)	600.00
244-537-800.004	GIS	750.00	750.00	0.00	750.00	0.00
244-537-800.005	ECONOMIC DEVELOPMENT ALLIANCE CONTRI	7,000.00	7,000.00	7,000.00	0.00	100.00
244-537-802.000	LEGAL FEES	500.00	500.00	0.00	500.00	0.00
244-537-803.000	AUDIT FEES	50.00	50.00	27.03	22.97	54.06
244-537-880.000	COMMUNITY PROMOTION	3,000.00	3,000.00	0.00	3,000.00	0.00
244-537-960.000	OTHER OPERATING SUPPLIES	400.00	400.00	238.66	161.34	59.67
Total Dept 537 - ADMINISTRATIVE		12,550.00	12,550.00	8,575.82	3,974.18	68.33
Expenditures		12,550.00	12,550.00	8,575.82	3,974.18	68.33
Fund 244 - ECONOMIC DEVELOPMENT FUND:						
TOTAL REVENUES		12,550.00	12,550.00	3,040.41	9,509.59	24.23
TOTAL EXPENDITURES		12,550.00	12,550.00	8,575.82	3,974.18	68.33
NET OF REVENUES & EXPENDITURES:		0.00	0.00	(5,535.41)	5,535.41	

BALANCE SHEET REPORT FOR CITY OF GLADSTONE

Balance As of 12/31/2025

Item 2.

 YTD 12/31/2025
 Normal (Abnormal)

GL Number	Description	
Fund: 244 ECONOMIC DEVELOPMENT FUND		
*** Assets ***		
244-000-001.000	CASH	6,833.68
244-000-017.000	INVESTMENT IN FIRST BANK	25,079.01
244-000-017.001	INVESTMENTS IN MI CLASS	63,781.08
244-000-055.000	ACCRUED INCOME	207.53
Total Assets		95,901.30
*** Liabilities ***		
244-000-202.000	ACCOUNTS PAYABLE	27.03
Total Liabilities		27.03
*** Fund Equity ***		
244-000-389.000	CURRENT SURPLUS - RESERVE	39,727.35
244-000-390.000	FUND BALANCE	61,682.33
Total Fund Equity		101,409.68
Total Fund 244:		
TOTAL ASSETS		95,901.30
BEG. FUND BALANCE		101,409.68
+ NET OF REVENUES & EXPENDITURES		(5,535.41)
= ENDING FUND BALANCE		95,874.27
+ LIABILITIES		27.03
= TOTAL LIABILITIES AND FUND BALANCE		95,901.30



GLADSTONE ECONOMIC DEVELOPMENT CORPORATION (EDC) REGULAR MEETING

Electric Department Conference Room
10 North 11th Street
January 13, 2026
12:00 PM

MINUTES

CALL TO ORDER

The meeting was called to order at 12:00 PM ET.

1. Roll Call

PRESENT	ABSENT
Dirk Manson	Steve DeLaire
Gary Maynard	Steve O'Driscoll
Jim Andersen	
Kevin Gendron	
Michael Nardi	
Steve Soderman	
Steven Tackman	

Others in Attendance: Ed Legault, Rob Spreitzer and Eric Buckman

PUBLIC COMMENT

None.

FINANCES

2. November 2025 Revenue & Expenditure Report

A review of the November Revenue & Expenditure report was provided.

CONSENT AGENDA

Motion to approve the consent agenda with a correction to the September 9, 2025 meeting minutes noting that Maynard abstained from voting on Item No. 4, EDC Board Renewal | Gary Maynard.

MOTION CARRIED.

3. EDC Meeting Minutes - June 10, 2025

4. EDC Meeting Minutes - September 9, 2025

UNFINISHED BUSINESS

None.

NEW BUSINESS

5. 2026 Regular Meeting Schedule

Motion to approve the 2026 Regular Meeting Schedule for the EDC.

MOTION CARRIED.

CITY MANAGER'S REPORT

Eric Buckman and Rob Spreitzer discussed the City Manager transition in light of Eric's retirement. Budget planning has also begun, and it is anticipated that the proposed EDC budget will be presented for review at the next meeting.

DELTA COUNTY ECONOMIC DEVELOPMENT AUTHORITY REPORT

Ed LeGault provided an update on several local economic development meetings and initiatives taking place within the community. He also shared information on proposed energy legislation that could have a significant impact on the Upper Peninsula, including discussion and questions related to data centers.

ADJOURNMENT

Meeting adjourned.

BUDGET REPORT FOR CITY OF GLADSTONE
Calculations As of 01/31/2026

Item 4.

GL Number	Description	24-25 Activity	25-26 Amended Budget	25-26 Activity	25-26 Projected	26-27 Requested	26-27 Recommended
Fund: 244 ECONOMIC DEVELOPMENT FUND							
Department: REVENUE							
244-000-665.000	INTEREST INCOME	2,398	2,200	3,333	4,000	4,000	
244-000-680.000	SALE OF LAND	49,465					
244-000-699.390	TRANSFER FROM FUND BALANCE		10,350		4,793	5,035	
Total Department REVENUE:		51,863	12,550	3,333	8,793	9,035	0
Department: ADMINISTRATIVE							
244-537-751.000	MATERIALS & SUPPLIES		100	68	100	100	
244-537-756.000	COMPUTER	103	100	108	120	120	
244-537-757.000	COPIES	25	50				
244-537-761.000	GENERAL FUND ADMINISTRATIVE FEES	458	500	546	546	785	
244-537-800.000	CONTRACTED SERVICES	91	100	600	600	600	
244-537-800.004	GIS	743	750				
244-537-800.005	ECONOMIC DEVELOPMENT ALLIANCE CO	7,000	7,000	7,000	7,000	7,000	
244-537-802.000	LEGAL FEES	1,355	500				
244-537-803.000	AUDIT FEES	28	50	27	27	30	
244-537-880.000	COMMUNITY PROMOTION	2,900	3,000				
244-537-960.000	OTHER OPERATING SUPPLIES	336	400	239	400	400	
Total Department ADMINISTRATIVE:		(13,039)	(12,550)	(8,588)	(8,793)	(9,035)	0
Fund 244 - ECONOMIC DEVELOPMENT FUND:							
TOTAL ESTIMATED REVENUES		51,863	12,550	3,333	8,793	9,035	0
TOTAL APPROPRIATIONS		13,039	12,550	8,588	8,793	9,035	0
NET OF REVENUES & APPROPRIATIONS:		38,824	0	(5,255)	0	0	0



Board: Economic Development Corporation

Agenda Date: February 10, 2026

Presenter: Rob Spreitzer

Staff Report

Agenda Item Title:

2026-2027 Proposed EDC Budget

Background:

The fiscal year for the City of Gladstone renews on April 1, 2026. Enclosed is the proposed EDC budget for the upcoming fiscal year. Staff is seeking discussion and approval, including direction on the financing of the Economic Development Corporation.

Fiscal Effect:

\$9035

Supporting Documentation:

Proposed 2026-2027 EDC Budget

Recommendation:

Motion to recommend the proposed Economic Development Corporation budget to the City Commission for approval.



Board: Economic Development Corporation

Agenda Date: February 10, 2026

Presenter: Brett Niemi

Staff Report

Agenda Item Title:

WPPI Energy Discussion & Updates

Background:

Brett Niemi, Senior Energy Services Manager at WPPI Energy will be joining the EDC to share more about the WPPI Partnership with the City of Gladstone's Electric Department. Specific items of discussion are as follows:

- Pros and cons of data centers regionally and in your community
- WPPI Energy programs and services for Commercial and Industrial customers
- City of Gladstone's Efficiency United program

Fiscal Effect:

None

Supporting Documentation:

None

Recommendation:

There is no recommended or required action. This agenda item is for informational and discussion purposes only.

Gladstone
DOWNTOWN DEVELOPMENT AUTHORITY

DOWNTOWN ACTION PLAN

January 2026





DOWNTOWN ACTION PLAN

The Gladstone Downtown Development Authority (DDA) has developed this Downtown Action Plan to guide investments, programs, and infrastructure improvements that enhance the vibrancy, economic vitality, and overall experience of Downtown Gladstone.

This plan integrates the objectives outlined in the Gladstone Master Plan (2024) and TIF Plan (2020) to create a cohesive citywide vision. It ensures DDA initiatives advance broader goals such as community engagement, historic preservation, walkable streets, and economic development.

GUIDING PRINCIPLES

- **Vibrancy & Engagement:**
Encourage a lively downtown that attracts residents and visitors, enhancing social and economic activity.
- **Partnership & Collaboration:**
Coordinate projects with city departments, local businesses, and community organizations.
- **Preservation & Identity:**
Celebrate Gladstone's history and waterfront character while integrating modern amenities.
- **Sustainability & Measurable Impact:** Prioritize projects that yield long-term benefits and trackable outcomes.



NEAR-TERM PRIORITIES (0 - 24 Months)

BUSINESS ASSOCIATION FACILITATION

Objective:

Assist in forming a Downtown Business Association to encourage collaboration, joint promotions, and information sharing among business owners.

Why It's Important:

A strong business community is the foundation of a thriving downtown. While the DDA focuses on infrastructure, investment, and public space improvements, a business association provides the social and economic connectivity that brings those spaces to life. It gives local merchants and service providers a unified voice and a direct role in shaping the downtown experience.



Establishing a Business Association Would:

- **Encourage Collaboration:** Business owners can share ideas, pool resources, and coordinate efforts on issues like events, marketing, and customer engagement.
- **Enhance Communication:** Creates a consistent channel between business owners, the DDA, and City Hall, which ensures downtown decisions reflect on-the-ground perspectives.
- **Foster a Sense of Community:** Builds camaraderie among business owners who often face similar challenges, transforming competitors into collaborators.
- **Strengthen Promotion and Branding:** Collective marketing campaigns, such as “Shop Local” weekends, scavenger hunts, or themed events, are far more effective when coordinated as a group.
- **Support Economic Resilience:** A connected network of business owners can respond faster to change, share resources, and help new entrepreneurs integrate into the district.

City Partners:

Economic Development Corporation

"THE DEPOT" FOOD TRUCK LOT



Objective: Partner with local community members, the Historic Committee, and the railroad to create a permanent food truck lot featuring utility hook-ups, fencing, and a pavilion inspired by the historic Gladstone Railroad Depot.

Why It's Important: Downtown spaces thrive when they offer destinations that draw people together. A food truck lot provides a flexible, low-barrier way to activate underused property while enhancing the vibrancy of downtown. It offers not just dining options, but also a community gathering space that encourages social interaction, pedestrian traffic, and economic activity for surrounding businesses.

By incorporating design elements inspired by the historic railroad depot, the project:

- **Celebrates Gladstone's History:** Preserves and showcases local heritage, connecting residents and visitors to the city's identity.
- **Supports Local Entrepreneurs:** Food trucks offer small-business opportunities, allowing local chefs and vendors to test ideas and reach a wider audience.

City Partners: Parks & Recreation Department

DOWNTOWN STREETScape ENHANCEMENTS



Objective: Conduct a downtown inventory and replace or install benches, bike racks, and trash receptacles to create a cohesive streetscape with long-lasting, durable infrastructure.

Why It's Important: Downtown public amenities are a critical part of creating an attractive, welcoming environment that encourages residents and visitors to linger, explore, and engage with local businesses. Coordinating benches, bike racks, and trash receptacles ensures a consistent visual identity and improves the overall aesthetic of the district.

Design & Operational Benefits:

- **Cohesive Look:** Selecting products that complement each other creates a visually unified streetscape and reinforces downtown branding.
- **Durability & Longevity:** Choosing long-lasting, high-quality materials reduces replacement costs and ensures amenities maintain their appeal over time.
- **Operational Efficiency:** New trash receptacles can be emptied mechanically by the garbage truck, eliminating the need for staff to handle trash directly. This reduces labor requirements, lowers liability, and enhances safety.

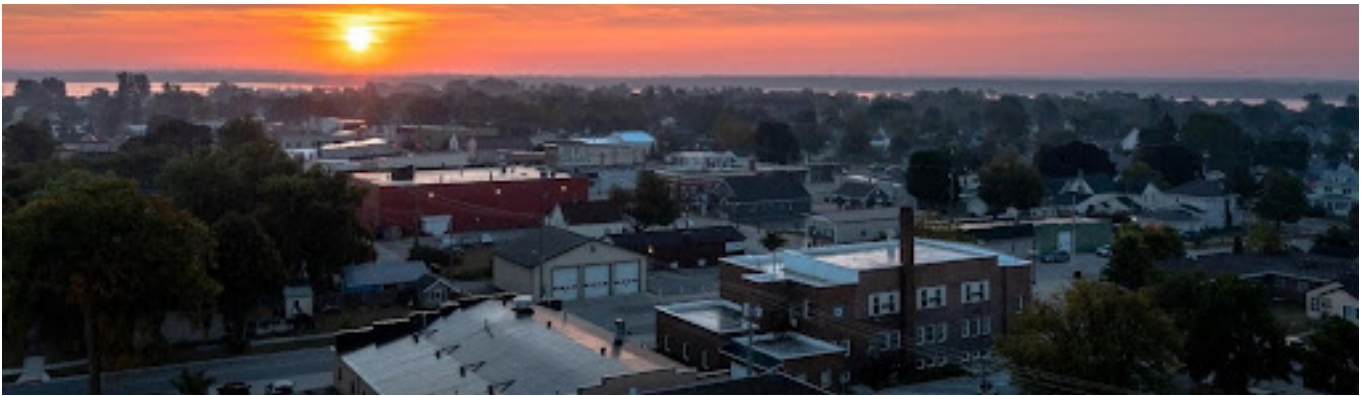
City Partners: Parks & Recreation Department

DOWNTOWN PARKING LOT ENHANCEMENTS

Objective: Improve accessibility and aesthetics in downtown parking lots with better signage and a curb cut at the Laundromat lot.

Why It's Important: Clear, safe, and convenient parking is critical to encourage visits to downtown businesses. Upgrades make parking more intuitive and safer for pedestrians, reducing barriers to commerce.

City Partners: Public Works Department



PERMANENT CHRISTMAS TREE

Objective: Install a permanent downtown Christmas tree with power access for lighting and events.

Why It's Important: A permanent Christmas tree provides a visual anchor for the downtown district, enhancing the sense of place and fostering annual traditions. It creates a central location for holiday events, performances, and family gatherings, increasing downtown foot traffic during the winter season.



Staff & Sustainability Benefits:

Reduced Staff Burden: A permanent tree eliminates the yearly process of sourcing, cutting down, transporting, and installing a live tree, saving staff significant time and labor.

Long-Term Sustainability: Avoiding the annual removal of a living tree reduces environmental impact and aligns with sustainable practices by preventing the waste of natural resources.

City Partners: Gladstone Electric Department & Public Works Department

MID-TERM PRIORITIES (24 - 48 Months)

DOWNTOWN MARKETING & BRANDING INITIATIVE

Objective: Develop promotional materials and a unified slogan (e.g., “Meet Me Downtown Gladstone”) that tie into the social district, Farmers Market, and events.

Why It’s Important: A cohesive brand strengthens downtown identity, encourages visitation, and increases awareness of local businesses and events. Marketing materials can unify messaging across social media, signage, and physical promotional items.

Community Connection: Provides a shared identity for residents and businesses, fostering pride and encouraging engagement in downtown experiences and events.



DOWNTOWN PHOTO OPPORTUNITIES

Objective: Install interactive art, murals, or signage that create “photo spots” and encourage social media engagement.

Why It’s Important: Photo-worthy attractions generate excitement and free publicity through social media, increasing tourism and local engagement. They highlight downtown identity while giving residents and visitors reasons to explore multiple streets and businesses.

Community Connection: Promotes local creativity, allows residents to take pride in unique downtown landmarks, and encourages family-friendly exploration of the area.



DOWNTOWN SCAVENGER HUNT PROGRAM

Objective: Create an ongoing scavenger hunt connecting businesses, with rewards redeemable at City Hall or participating merchants.

Why It's Important: Gamifying the downtown experience increases customer circulation, supports small businesses, and encourages repeat visits. It creates opportunities for creative promotions and collaboration among merchants.

Community Connection: Engages families, residents, and visitors in interactive downtown experiences that highlight local businesses, landmarks, and community culture.



SMALL-SCALE FAÇADE GRANT FOR ARTWORK, MURALS, AND SIGNS

Objective: Separate from our large façade grant program, implement a smaller grant program supporting small aesthetic improvements like murals, signage, and artwork.

Why It's Important: Visual improvements elevate downtown's appearance, reinforce a sense of identity, and attract visitors. Murals and signage can also celebrate local history, culture, or storytelling, strengthening Gladstone's unique character.

Community Connection: Empowers business owners and artists to contribute to downtown's vibrancy, fostering pride and community ownership of public spaces.



CONTINUING COMMITMENTS & CORE OPERATIONS

The Gladstone Downtown Development Authority (DDA) maintains several cornerstone programs and partnerships that directly contribute to the long-term vitality, appearance, and success of the downtown district. These efforts reflect the DDA's ongoing investment in creating a vibrant, inclusive, and economically resilient downtown, one that remains true to Gladstone's character while evolving to meet modern needs.

FAÇADE GRANT PROGRAM MANAGEMENT



The DDA's façade program continues to be one of its most impactful initiatives, directly supporting property owners in revitalizing their buildings and restoring architectural integrity. Beyond aesthetics, these improvements strengthen property values, reinforce historic character, and cultivate a cohesive downtown image that reflects Gladstone's sense of place. The program's success also demonstrates how public investment can leverage private dollars and stimulate broader redevelopment activity.

FARMERS MARKET OPERATIONS

The Gladstone Farmers Market serves as a cornerstone of community engagement and local entrepreneurship. Operated under the DDA, the market creates economic opportunity for growers and artisans, promotes healthy living, and activates the downtown square as a gathering space. By supporting live music and local food access programs, the market reflects the DDA's commitment to both economic inclusion and social vibrancy.



INFRASTRUCTURE & INTERDEPARTMENTAL SUPPORT

Strong coordination with city departments, including Public Works, Parks & Recreation, and Planning & Zoning, allows the DDA to support the upkeep, safety, and functionality of core downtown infrastructure. From lighting and sidewalks to parking and public spaces, these partnerships ensure that the City of Gladstone and DDA priorities are aligned for maximum impact. Together, these efforts uphold downtown's physical integrity and contribute to an accessible, pedestrian-friendly environment.

NORTH SHORE DEVELOPMENT COLLABORATION

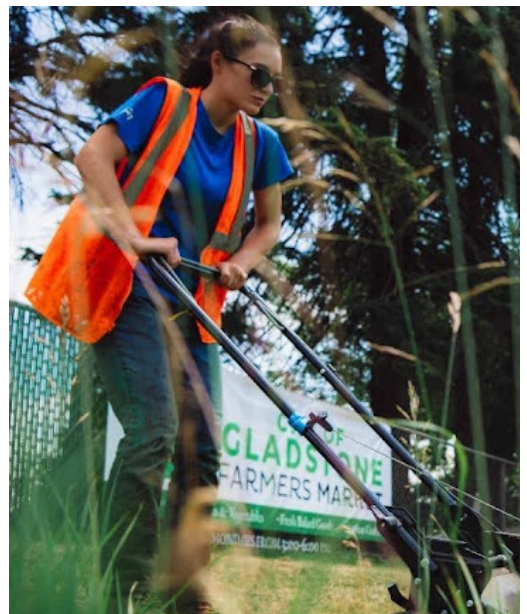
As the North Shore redevelopment project advances, the DDA plays a crucial advisory and facilitative role in ensuring that this emerging area complements and enhances the downtown core. By aligning investment, design, and infrastructure priorities, the DDA helps guide growth in a way that strengthens Gladstone's overall economic ecosystem, connecting the waterfront, residential, and commercial components into one cohesive community vision.



PROPERTY MAINTENANCE IMPROVEMENTS

The DDA remains committed to visible and ongoing improvements throughout the district. Routine maintenance, seasonal landscaping, and targeted clean-up of blighted areas help preserve public assets, enhance curb appeal, and ensure downtown remains an inviting destination for residents and visitors alike. A clean, well-maintained environment signals investment and pride, which are key ingredients for attracting both new businesses and private reinvestment.

Together, these ongoing commitments reflect the DDA's role as both a facilitator and a steward of downtown vitality. The plan also maintains flexibility to embrace new opportunities as they arise, whether through grants, partnerships, or community-driven projects, all while remaining grounded in the guiding documents that shape Gladstone's future: the City Master Plan, Downtown Development and Tax Increment Financing (TIF) Plan, and Public Act 57 of 2018.



Gladstone

PLANNING COMMISSION

2025 Annual Report

Table of Contents

1. Introduction
2. Membership
3. Meetings
4. Planning Commission Responsibilities
5. Planning Commission Activity in 2025
6. Zoning Permit Activity
7. Zoning Board of Appeals Activity
8. Training
9. Planning Commission Goals

1. Introduction

The City of Gladstone Planning Commission operates under the authority granted by the Michigan Planning Enabling Act (PA 33 of 2008) and the Michigan Zoning Enabling Act (PA 110 of 2006). The Planning Enabling Act establishes the creation, organization, powers, and duties of municipal planning commissions, while the Zoning Enabling Act provides the framework for adopting and administering zoning ordinances, establishing zoning districts, and outlining the responsibilities of officials involved in zoning matters, including the Planning Commission.

In accordance with Section 19 of the Michigan Planning Enabling Act (MCL 125.3819), the Planning Commission is required to prepare an annual written report to the Gladstone City Commission summarizing its operations and outlining the status of planning activities completed during the past year.

The Commission works closely with City staff to develop and annually update the City's planning efforts, administer the Zoning Ordinance and related land use regulations, and collaborate with developers and community partners.

Zoning is one of the Commission's core responsibilities. As a public regulation of land use, zoning divides the community into districts and establishes standards for the use, placement, size, and density of structures and land. These regulations are adopted to protect public health, safety, and welfare; conserve property values; promote compatibility among land uses; prevent overcrowding; and safeguard natural resources. The Gladstone Code of Ordinances further outlines the Commission's membership, duties, and role in master planning, zoning, development review, and long-range community planning.

2. Membership

The Michigan Planning Enabling Act requires that Planning Commission membership be broadly representative of key segments of the community, including economic, governmental, educational, and social interests, and reflect Gladstone's diverse land use and development characteristics.

Consistent with statutory requirements and the City of Gladstone Planning Commission Bylaws, the Commission consists of seven members appointed by the Mayor and approved by the City Commission. Members serve three-year terms.

2025 Planning Commission Members

- Howard Haulotte, Chairperson
- John DeFiore, Vice-Chairperson / Secretary
- Jennifer Harding, Planning Commissioner
- Samuel Hewitt, Planning Commissioner
- Michael Kennedy, Planning Commissioner
- Jason Leonard, Planning Commissioner
- Nicholas Nastoff, Planning Commissioner

3. Meetings

At its organizational meeting on February 4, 2025, the Planning Commission confirmed its regular meeting schedule for the year. The Commission meets on the first Tuesday of each month at 5:00 p.m. in the Gladstone City Hall Chambers (1100 Delta Avenue). All meetings were noticed and conducted in compliance with the Michigan Open Meetings Act (PA 267 of 1976).

Two meetings were rescheduled to avoid conflicts with local elections:

- May meeting → May 13, 2025
- November meeting → November 11, 2025

In 2025, the Planning Commission held six (6) regular meetings. Meetings scheduled for January, April, May, June, November, and December were canceled due to a lack of actionable business.

Meetings Held in 2025

- February 4, 2025
- March 4, 2025
- July 1, 2025
- August 5, 2025
- September 2, 2025
- October 7, 2025

4. Planning Commission Responsibilities

The Planning Commission is responsible for fulfilling the duties established in their bylaws, Code of Ordinances, and state enabling legislation, including:

- Developing, reviewing, recommending, and periodically updating the City's Master Plan.
- Reviewing and recommending zoning ordinances, zoning district boundaries, and other land-use regulations to ensure consistency with the Master Plan and state law.

- Reviewing development proposals, including subdivision plats, site plans, zoning amendments, and other land-use applications, and making findings and recommendations based on established standards, compatibility, infrastructure, and public welfare.
- Ensuring that public infrastructure, utilities, parks, open spaces, and transportation systems are coordinated with land use planning.
- Overseeing amendments to the Master Plan and related subplans, monitoring implementation progress, and recommending adjustments as needed.
- Serving as the public hearing or recommending body for land use matters in accordance with the Open Meetings Act.
- Preparing and submitting an annual report documenting its operations and planning activities.
- Advising the City Commission, staff, and partner agencies on planning, zoning, development, and capital improvement matters.

Through these responsibilities, the Planning Commission promotes thoughtful, sustainable growth and implements the long-term vision for the City of Gladstone.

5. Planning Commission Activity in 2025

The year 2025 represented a significant period of transition, growth, and capacity-building for both the Planning Commission and the Community Development Department. In July, longtime Zoning Administrator Renée Barron retired, and Patricia West assumed the role, prompting updates to administrative processes and renewed focus on long-term planning priorities.

During the same year, four of the seven Planning Commission members resigned and were replaced. With a majority of the Commission newly appointed, much of 2025 was dedicated to training, orientation, and establishing a shared understanding of zoning procedures, development review standards, and the Master Plan. This foundational work positioned the Commission to enter 2026 with a unified and informed approach to planning.

Although formal development activity was modest, the Commission's work in 2025 laid critical groundwork for several high-impact planning initiatives, including zoning ordinance modernization, long-range planning updates, and improvements to development review processes.

2025 Required Reporting Actions

Action Type	Count
Special / Conditional Uses	0
Planned Unit Developments	0
Zoning Amendments	0
Site Plans	3
Subdivisions / Site Condominiums	1

Grand View Estates Subdivision

A public hearing was held during the August 2025 Planning Commission meeting to review the preliminary plat for Grand View Estates #4. Representatives from Dynamic Design Group presented engineering plans on behalf of Phil & Lee's Homes, the owner of the property proposing the subdivision expansion.

Following the hearing, the Planning Commission approved the preliminary plat and forwarded its recommendation to the City Commission, which approved it on August 25, 2025 after holding an additional public hearing.

Construction is anticipated to begin in 2026, adding 24 new residential lots to the Grand View Estates subdivision.

Other 2025 Planning Commission Activities

City Utility Waiver

In September 2025, the Planning Commission granted a waiver from the City's utility-connection requirement for a property facing unique infrastructure constraints, including limited easement access and distance from existing mains.

Sign Ordinance Subcommittee

Also in September, the Commission formed a subcommittee to evaluate amendments to the City's sign ordinance in response to administrative challenges and evolving legal standards following *Reed v. Town of Gilbert* (2015). Recommendations are expected in 2026.

Commission Appointments

New commissioners appointed in 2025 included Michael Kennedy, Nicholas Nastoff, Samuel Hewitt, and Jennifer Harding, replacing four outgoing members and contributing to renewed Commission engagement and alignment.

Sale of City-Owned Land

In August 2025, the Commission reviewed and approved adding the Escanaba Township properties to the City's list of lands available for sale.

6. Zoning Permit Activity

Demolitions

Two residential demolition permits were issued in 2025. One was the result of a house fire, and the other was at the property owner's request due to the required amount of investment in the property in order to make the home inhabitable.

Fence Permits

Approved Denied Withdrawn

27	0	0
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Land Divisions

Two land division applications were approved in 2025. Both involved lot-line splits within platted subdivisions and were exempt from the limited splits allowed under the State Land Division Act.

Sign Permits

Approved Denied Withdrawn

3	0	0
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Zoning Compliance for Business Use

All submissions were permitted uses within their applicable districts. One application for an automotive repair facility was withdrawn before Planning Commission review.

Approved Denied Withdrawn

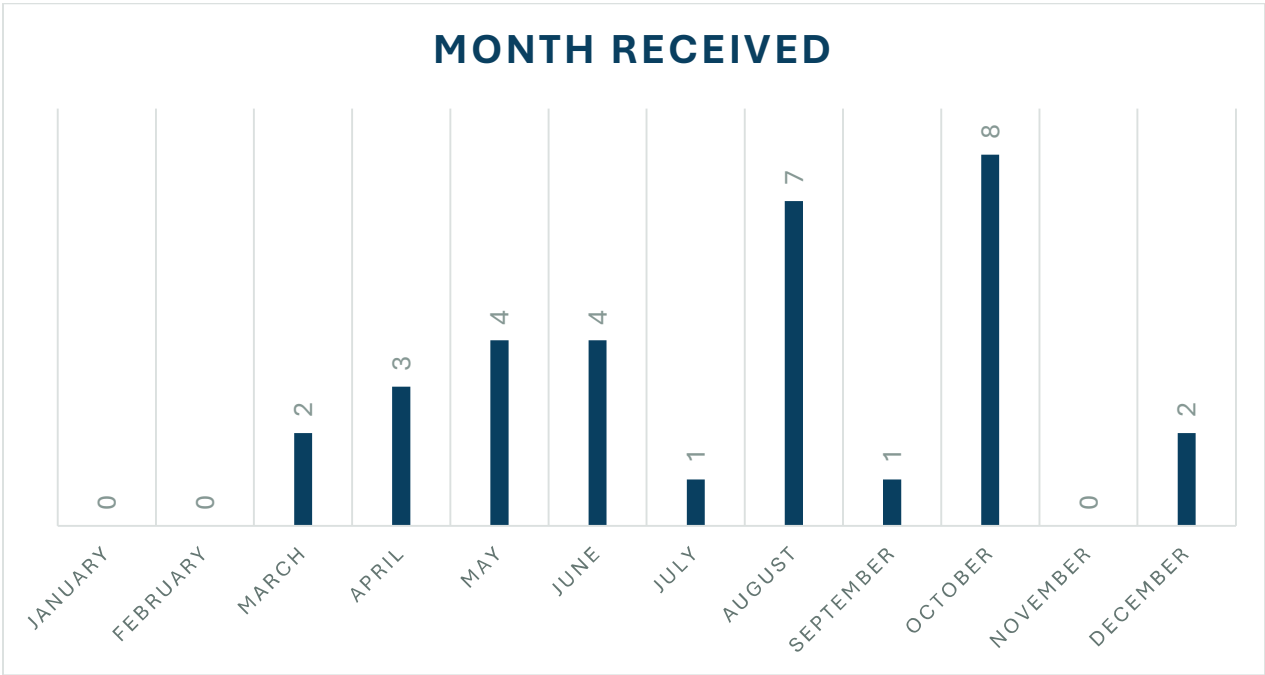
12 0 1

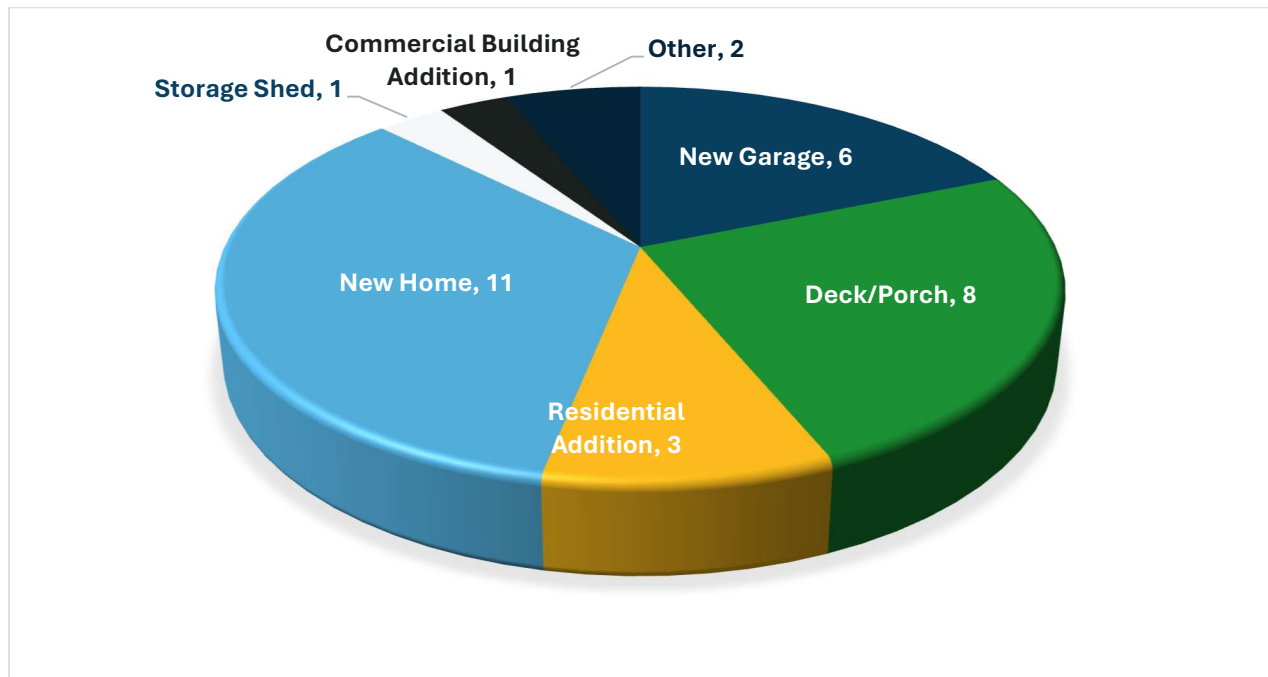
Zoning Land Use Applications

Of the 31 submissions received, two required Planning Commission review due to their location within a Business or Industrial District.

Approved Denied Withdrawn

31 1 0





7. Zoning Board of Appeals Activity

The Zoning Board of Appeals (ZBA) provides relief in situations where strict application of the zoning ordinance would cause practical difficulty or unnecessary hardship. The ZBA's responsibilities include appeals of administrative decisions, variance requests, ordinance interpretations, and consideration of certain nonconforming situations.

In Gladstone, the ZBA is composed of the City Commission.

There were no ZBA cases filed in 2025.

8. Training

Because 2025 involved significant transitions in both staffing and Commission membership, substantial emphasis was placed on professional development.

2025 Planning Commissioner Training

Training Program	Leonard Kennedy Nastoff Hewitt		
MAP – Michigan Sign Guidelines	✓	✓	✓
MSU Extension – Citizen Planner	✓	✓	✓

2025 Zoning Administrator Training

Training Program	West
EGLE – Land Division Act	✓
MAP – Michigan Sign Guidelines	✓
MAP – Planning & Zoning Essentials	✓
MIDEAL – AG FOIA Presentation	✓

Training Program	West
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MSU Extension – Citizen Planner	✓
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Zoning Administrator, Patricia West, is scheduled to complete the MSU Extension Zoning Administrator Certificate and the Leading Rural Michigan Program in 2026.

9. Planning Commission Goals for 2026

The following goals reflect the Commission's commitment to strengthening Gladstone's planning framework, improving intergovernmental coordination, and enhancing development review efficiency.

1. Adopt and Implement Sign Ordinance Amendments
2. Collaborate with the Incoming City Manager to Develop and Maintain a Capital Improvement Plan
3. Use the Master Plan to Guide Municipal Budget and Policy Decisions
4. Strengthen Collaboration with City Boards and Commissions
5. Build Regional Partnerships through the Delta County Planning Commission
6. Incorporate MEDC Redevelopment Ready Communities (RRC) Best Practices
7. Implement BS&A Software to Modernize Internal Planning and Zoning Processes

Creating Projections to Apply for a Bank Loan

Presenter: Daniel Yoder, Small Business Development Center

Join Navigator Ilana Minor for a hands-on session, Creating Projections to Apply for a Bank Loan, featuring Daniel Yoder from the Michigan Small Business Development Center (SBDC).

This session will cover:



Build confident financial projections to strengthen your loan application



Learn directly from SBDC expert Daniel Yoder on what lenders look for



Gain practical tools and insights to plan, expand, or stabilize your business

Dinner will be provided.

Join us!

Scan or visit
marquette.org/thehub
to register



Tuesday, February 10th
4-5:30 p.m. EST

***Presentation to begin at 4:30**



Saunders Point Brewery
1000 Delta Ave
Gladstone, MI 49837