

**I. CALL TO ORDER**

A meeting of the Planning Commission was held on Monday, March 13, 2017, commencing at 5:30 p.m. in the Council Chambers of City Hall. Commissioner Asmus called the meeting to order.

**A. ROLL CALL:**

Chairperson	Shannon Asmus	Present
Commissioner	Michael Flaata	Present
Commissioner	Judy Hudson	Present
Commissioner	Larry Dahl	Present
Commissioner	Mike Boyle	Present
Commissioner	Jeff Woods	Present
Commissioner	Tom Zens	Present
Interim City Planner	Hannah Rybak	Present
City Administrator	Dave Cziok	Present

**B. ANNOUNCEMENT OF ADDITIONAL ITEMS -**

**II. APPROVAL OF MINUTES**

It was moved by Commissioner Woods, seconded by Commissioner Dahl, to approve the minutes of the February 13, 2017, meeting. All members present voted aye.

Motion Carried.

**III. SCHEDULED ITEMS**

**IV. NEW BUSINESS**

**A. TAX PARCEL SPLIT REQUEST – by Jayne Meyer with Liechty Associates LLP at 625 W 11<sup>th</sup> St**

Jayne Meyer, representing Liechty Associates LLP, was present to answer any questions.

The Planning Commission discussed future use but no future use has been identified at this point.

After discussion, Commissioner Boyle made a motion to grant the Tax Parcel Split Request by Jayne Meyer with Liechty Associates and forward it to the City Council for final decision. This motion was seconded by Commissioner Hudson. Upon roll call vote, all members present voted aye.

Motion Carried.

**B. FEE SCHEDULE**

Interim City Planner, Hannah Rybak, introduced a fee schedule to the Commission. The Planning Commission provided some feedback. The schedule will return to the Commission with revisions at a later date.

V. **OLD BUSINESS**

VI. **ADDITIONAL ITEMS**

VII. **SET HEARING DATES AND TIMES**

The next scheduled meeting is Monday, April 10<sup>th</sup>, 2017, at 5:30 p.m.

VIII. **REVIEW OF COUNCIL ACTIONS**

- A. **VARIANCE REQUESTS GRANTED** – *By First District Association at 101 S Swift Ave*
1. *48.12' variance to the front yard setback requirement of 62' along Swift Avenue*
  2. *52.44' variance to the front yard setback requirement of 62' along Ripley Street*
- B. **CONDITIONAL USE REQUEST GRANTED** – *By Rod Lindquist at 1325 US Hwy 12*  
*To allow existing storage units to remain on the property as an accessory use to the planned residential development*
- C. **CONDITIONAL USE REQUEST GRANTED** – *by Marlin Marcus at 719 S Litchfield Ave*  
*To allow relocating an existing home older than 10 years old onto the property*

IX. **ADJOURNMENT**

It was moved by Commissioner Asmus to adjourn the meeting at 6:25 p.m.

Motion Carried.

---

Dave Cziok  
City Administrator