

PLANNING AND ZONING COMMISSION

4:00 P.M.

Wednesday, March 8, 2023

Present: Steve VanHouse
Richard DeRosier
Mike Johnson
Wade LeBlanc

Excused: Nelson French

Gary Thompson, Planning & Zoning Director
Tim Costley, City Attorney

VanHouse called the meeting to order at 4:03 p.m.

Board Chair Appointment – Motion by LeBlanc, second DeRosier to appoint VanHouse as Board Chair. MOTION CARRIED.

Alternate Board Chair Appointment- Motion by LeBlanc, second Johnson to appoint DeRosier as Alternate Board Chair. MOTION CARRIED.

Agenda – Motion by LeBlanc, second Johnson to approve the Agenda with addition of City Blight under New Business. MOTION CARRIED.

Approval of Minutes- December 7, 2022 Regular Minutes- Motion by DeRosier, second Johnson to approve December 7, 2022 minutes. MOTION CARRIED.

Zoning Administrators Report – Review of current permits issued.

Communications – None at this time.

OLD BUSINESS

Updated Zoning Map- Commission reviewed past zoning changes and new updated zoning map. Discussion on color coding zoning areas and adding a legend to map. Motion by DeRosier, second Johnson to approve new map with addition of color-coded zoning areas, adding a legend, and to be completed by next Planning & Zoning meeting on April 5th. MOTION CARRIED.

Short-term Rentals- Commission reviewed a short-term rental document drafted by the City Attorney that would become part of the City Code, with no permits allowed in R-1 or R-2 Districts, to restrict the number of permits allowed in FR zones to six (6) total with a conditional use permit, properties would need to meet the MN Dept of Health requirements and inspections, and there would be a maximum number of people allowed per rental based upon number of bedrooms of the unit. There was further discussion creating a new zone for the golf course housing area that would have its own restrictions and covenants, timing for code creation, and public hearings. Motion by Johnson, second

DeRosier to recommend to Council to review the Short-Term Rental document and move forward with city code amendment process for the City. MOTION CARRIED.

NEW BUSINESS

Set 2023 Meeting Dates - Motion by LeBlanc, second Johnson to set Planning and Zoning regular meeting dates as February 8, March 8, April 5, May 3, June 7, July 5, August 9, September 6, October 4, November 8, and December 6. MOTION CARRIED.

On-line Land Use Training- On-line Land Use training is available to any board members interested.

Master Signage Plan- Commission reviewed current signage plan.

City Blight- LeBlanc would like to have a meeting with Planning and Zoning Chair, City Administrator, and City Attorney to discuss dealing with city blight. Attorney Costley will provide information at next meeting regarding how to handle and revise code for blight properties to streamline the process of getting properties cleaned up and enforcement.

Motion by LeBlanc, second Johnson to adjourn at 4:40 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson