

PLANNING AND ZONING COMMISSION

4:00 P.M.

Wednesday, June 7, 2023

Present: Steve VanHouse
Nelson French
Wade LeBlanc

Absent- Richard DeRosier
Mike Johnson

Lana Fralich, City Administrator
Tim Costley, City Attorney
David Drown, City Planner
Carolyn Hudyma

VanHouse called the meeting to order at 4:00 p.m.

Agenda – Motion by French, second LeBlanc to approve the Agenda with addition of Kali Partners Property, Special/Conditional Use Permit Application- 5308 Mount Rockwood Rd, and Marks Drive Parking. MOTION CARRIED.

Approval of Minutes- Motion by LeBlanc, second French to approve May 3, 2023 meeting minutes. MOTION CARRIED.

Zoning Administrators Report – None at this time.

Communications – None at this time.

OLD BUSINESS

Downtown Vision Plan- Open houses have been held to present the preliminary downtown vision plan to local business owners. Drown reports meetings were lightly attended, he has met with most of the business owners, and provided comments to architect. An updated plan should be available for review by City Council, EDA, and Planning & Zoning prior to presenting to the public. Motion by LeBlanc, second French to set a Joint Special Meeting of City Council, Economic Development Authority, and Planning & Zoning Commission on Tuesday, June 20th at 6:00 p.m., prior to the regular City Council meeting, to review and discuss updated downtown plans. MOTION CARRIED. Further discussion followed regarding bike trail route thru or around city, County roadwork scheduled to begin, and timeline to plan for bike routes. Drown will be meeting with the County engineer to discuss plans.

NEW BUSINESS

Home Use Occupation- 28 Quincy- A Home Use Occupation Application was submitted by Isaac Swanson and Ryder McMillen, 28 Quincy Drive to operate a custom embroidery and graphic apparel business. City Attorney will review application.

Special/Conditional Use Permit Application- 5308 Mount Rockwood Rd- A Special/Conditional Use Permit Application was submitted by Dave Nobbe, 5308 Mount Rockwood Road to operate a short-term rental. City Attorney will review application.

Motion by LeBlanc, second French to call for a Special Meeting on Monday June 12th at 4:00 p.m. to review the Home Use Occupation Permit for 29 Quincy Dr and the Special Conditional Use Permit Application for 5308 Mount Rockwood Rd for the purpose of setting Public Hearings. MOTION CARRIED.

Kali Partners Property- There was discussion regarding the property that has been listed for sale and owned by Kali Partners. Alice Tibbetts of Kali Partners, attended the Economic Development Authority meeting with questions regarding the variance that is in place and if it will expire. The City Attorney will review the variance and bring back findings. Further discussion regarding loss of parking spots if property sells, ordinances, and loan forgiveness remaining in compliance.

Marks Drive Parking- Mayor LeBlanc has received photos and complaints regarding parking problems near the apartment building on Marks Drive. Discussion regarding available parking spot requirements for businesses and Chief Ernest has been notified for enforcement.

Motion by LeBlanc, second French to adjourn at 4:23 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson