

PLANNING AND ZONING COMMISSION

3:00 P.M.

Wednesday, January 7, 2026

Present: Steve VanHouse
Richard DeRosier
Wade LeBlanc
Nelson French

Absent: Mike Johnson

Lana Fralich, City Administrator
Gary Thompson, Planning & Zoning Director
Carolyn Hudyma

VanHouse called the meeting to order at 3:10 p.m.

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

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

Agenda – Motion by LeBlanc, second French to approve the Agenda with addition of Golf Course Development. MOTION CARRIED.

Approval of Minutes- Motion by LeBlanc, second French to approve December 3, 2025 Public Hearing minutes. Motion by DeRosier, second French to approve December 3, 2025 Regular Meeting minutes. MOTION CARRIED.

Zoning Administrators Report – Review of current permits issued.

Communications -

Public Comment- None at this time.

OLD BUSINESS

Sanctuary on the NS Short-term Rental Renewal Appl.- Application was reviewed, fee of \$750 (2024, 2025, 2026) has been paid. Discussion followed on annual renewal process, no other applications received, that the city has not received any complaints, and no changes to the operations of the short-term rental. Motion by LeBlanc, second French to approve Sanctuary on the NS short-term rental renewal for calendar year 2026. MOTION CARRIED.

Golf Course Housing Development- Andrea Zupancich, z'Up North Realty has completed the market analysis and presented to EDA. Discussion regarding potential

changes to short-term rentals allowed. David Drown has retired from the EDA director position but will remain as Project Manager.

NEW BUSINESS

North Shore Management Board Joint Powers Agreement- An updated joint powers agreement relating to the North Shore Management Board was reviewed, Mayor LeBlanc currently serves as Chairman, and that other entities have already approved the agreement. LeBlanc provided an update of the North Shore Management Board. The City Attorney has reviewed the Agreement. Motion by Leblanc, second French to recommend to City Council to approve and sign. MOTION CARRIED.

Motion by DeRosier, second DeRosier to adjourn at 3:25 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson