

PLANNING COMMISSION MINUTES
August 19, 2019
5:00 o'clock p.m. Regular Meeting

At 5:00 o'clock p.m., Chairman Dev Sookram called the meeting to order. He stated a copy of the Open Meetings Act is posted continually for public inspection located near the entrance door by the agendas. Roll call showed Chairman Sookram, Commissioners Bowen, Landholm, Horeis, Gifford, Nielsen, Sawyer and Carlson were present. Eight Commissioners present – a quorum was established.

Chairman Sookram read the item: disclosure of Ex Parte communication regarding any item on the agenda into the record. Commissioner Nielsen stated that an applicant contacted him, and he stated that they could not discuss the item with him. There were no further Ex Parte communications stated.

Chairman Sookram read the item: dispense with the reading and approve the minutes of the July 15, 2019 Planning Commission Meeting as prepared into the record. It was moved by Commissioner Gifford and seconded by Commissioner Bowen to approve the minutes of the July 15, 2019 Planning Commission Meeting as prepared. A roll call vote showed all eight Commissioners present voting aye. Motion carried unanimously.

Commissioner Borisow joined the meeting at 5:04, all nine commissioners present.

Chairman Sookram read the item: request by Timothy Bryson for a conditional use permit to construct a private camp ground generally located at 797 N. County Rd 19 and 839 N. County Rd 19. This item was continued from the July 15, 2019 Planning Commission meeting. The Planning Director presented her staff report and recommendation. Chairman Sookram opened the public hearing. Chairman Sookram closed the public hearing after receiving comments from the public. Commissioner Bowen moved to approve the Conditional Use Permit with the conditions that a flood plain development permit be approved, that campers be road ready and in place no more than 6 months, that all state and local regulations related to well water and septic tanks be adhered to, and that all local, state and federal regulations be followed. Motion seconded by Landholm. A roll call vote showed all nine commissioners voting aye. Motion carried unanimously.

Chairman Sookram read the item: request by Marlin Brabec for a conditional use permit to cultivate agricultural crops in residential zoning districts inside the city limits on property known as the SunRidge Addition, SunRidge 1st Addition and SunRidge 2nd Addition developments. The property is generally located between Military Avenue, Jack Sutton Drive, Luther Road and Johnson Drive. The Planning Director presented her staff report. Chairman Sookram opened the public hearing and received testimony from the public. Chairman Sookram closed the public hearing. Commissioner Sawyer moved approval with the conditions that 1) measures be taken to avoid drift when spraying; 2) large machinery will not operate before 7 am or after 8 pm; 3) crops be removed by the fall, and 4) all local, state and federal regulations be followed. This permit is valid for the area until it is fully developed. Motion seconded by Nielsen. A roll call voted showed all nine commissioners voting aye. Motion carried unanimously.

Chairman Sookram read the item: Review of the Capital Improvement Plan (CIP) for conformance with the Comprehensive Plan. Finance Director Jody Sanders presented her staff report. Chairman Sookram opened the public hearing. There were no comments from the public. Chairman Sookram closed the public hearing. Discussion by the Planning Commission ensued. Motion by Borisow to find the CIP in conformance with the Comprehensive Plan. Seconded by Landholm. A roll call vote showed all nine commissioners voting aye. Motion carried unanimously.

Chairman Sookram read the item discussion by the Planning Commission of the UDC and whether there are area needing revisions and priorities for revision. Planning Director Dam opened the discussion. Areas noted needing revision were landscaping, setbacks, parking, residential coverage, area requirements and definitions, zoning for old residential areas, fences, and signage.

Chairman Sookram stated he would entertain a motion to adjourn the meeting. It was moved by Commissioner Sawyer and seconded by Commissioner Landholm to adjourn the meeting. A roll call vote showed all nine Commissioners present voting aye. Motion carried unanimously. Meeting was adjourned at approximately 5:50 p.m.

APPROVED

Dev Sookram, Chairman

ATTEST

Jennifer Dam, Director of Planning