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MINUTES

REGULAR MEETING OF THE CITY OF NISSWA
PLANNING COMMISSION/BOARD OF ADJUSTMENT
TUESDAY, OCTOBER 09, 2018, 9:00 AM



Members Present: Woody Haecker, Jim Swanson, Anne Laufman, Ann Beaver, Don Jacobson

Members Absent: Peter Mann

Others Present: Mark Hallan

Staff Present: Desmond McGeough, Maggi Wentler

1. Call to order

2. Roll Call

3. Additions or deletions to agenda

4. Approve Minutes:

- a. August 15, 2018 Study Session Minutes
- b. September 11, 2018 Regular Meeting Minutes

5. Open Forum: None

6. Public Hearings: (published in the Echo Journal July 26, 2018 & notice was mailed to all property owners within 350 feet & the affected state agencies.)

- a. Conditional Use Permit 011-18 – Layne Holdahl – Deny
- b. Conditional Use Permit 024-18 – American National Bank of MN – Approved
- c. Variance Application 025-18 – American National Bank of MN - Approved
- d. Ordinance Amendment – Stormwater Protection 012-18 – City of Nisswa – Recommend to City Council
- e. Ordinance Amendment – Resort Expansion 013-18 City of Nisswa – Recommend to City Council
- f. Ordinance Amendment – Parking and Loading 015-18 City of Nisswa – Tabled
- g. Ordinance Amendment – Water Oriented Accessory Structure - Tabled

7. New Business: None

8. Old Business: None

9. Planning & Zoning Administrator’s Report

- a. Permits
- b. Conditions
- c. Violations
- d. Site Visits
- e. Comprehensive Plan
- f. Policy for Commission Seat Appointment (October City Council Meeting)
- g. Mobile Concession Vendors
- h. Grand View Lodge Conditions
- i. Application request accompanied by the owner requestor

10. Commission Discussion Items

- 47 a. Shoreland Planned Unit Development (Section 4.10.1)
- 48 b. Sketch Plan Review Process/Application
- 49 **11. Future Commission Discussion Items**
- 50 a. Grand View Lodge Density Calculation
- 51 b. Zoning Violation/Conditions Enforcement
- 52 c. Unlisted Businesses – Land Use Chart / Storage Building Regulations
- 53 d. Residential Structure Size Maximums
- 54 e. Open/Clear Cutting /Tree & Brush Management
- 55 f. VRBO
- 56 g. Housing
- 57 h. Highway 371 Corridor Development (Section 4.8.3)
- 58 i. Central Business District Development
- 59 j. Housekeeping Ordinance Corrections / Editing

60 **12. Adjourn**

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64 **MEETING MINUTES FROM OCTOBER 9, 2018**

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1. **Call to Order:** Haecker calls the meeting to order at 9:00 AM.

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2. **Meeting Roll Call:**

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3. **Additions or Deletions to Agenda:**

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MOTION: Beaver motioned to approve the agenda as is, Laufman seconded. All members voting “Aye”, motion carries.

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4. **Approval of Minutes:**

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a. **August 15, 2018 Study Session Meeting:**

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McGeough stated that these minutes are not complete yet, but will have completed at the November meeting.

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b. **September 11, 2018 Regular Scheduled Meeting:**

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Motion: Jacobson motioned to approve the September 11, 2018 minutes as presented, Beaver seconded. All members voting “Aye”, motion carries.

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5. **Open Forum: None**

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6. **Public Hearings:**

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MOTION: Laufman motioned to open the public hearing, Jacobson seconded. All members voting “Aye”, motion carries.

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- a. **Conditional Use Permit application 011-18 – to allow the raising of a portion of the rear lakeside yard of a single family residence to allow separation to water table while maintaining all stormwater on site and retaining ice ridge along beach front.**

Property Location: 6289 County Road 13
Applicant/Property Owner: Layne Holdahl

Laufman stated that some information was sent out to the planning commission after the packets went out stating that Holdahl wanted to table this application again. McGeough stated he talked with the city attorney about the 60 day rule, as he thought that may be an issue. But as long as the waiver was signed we should be good. McGeough also noted this is an incomplete application as the applicant has been unable to provide the required documents. This is a reason for denying this application at this point.

Haecker stated that the existing violation needs to be resolved first. Jacobson agrees that the violation needs to be resolved as well based on 4.14.D in the ordinance. He noted that the applicant has had plenty of time to provide this additional information, as both of Holdahl’s neighbors have had their land looked at already.

MOTION: Beaver motioned to deny this application due to the fact the applicant has not provided additional information and a Wetland Delineation requested in July, Swanson seconded. All members voting “Aye”, motion carries.

FURTHER DISCUSSION:

Jacobson would like to talk about the violations and work to get these resolved. McGeough stated that the original application for the storage shed met the 15 foot side yard setbacks but when the survey was completed for this new application it’s was built in the incorrect location and now is within the 15 foot side yard setbacks. Jacobson stated it looks to be a guest cabin now. We need to determine if there are any violations and see if he corrects them. Jacobson suggests we send out a letter to the applicant outlining the violations and request him to respond back.

Matt Hanson (audience) W. Linden resident would like to see a timeline put in the letter on when Holdahl should respond by. Wentler stated she believes the ordinance states 30 days. Haecker suggests the timeline should be added to the letter.

- b. **Conditional Use Permit application 024-18– construct an approximate 5,100 square foot bank building with ancillary retail space**

Property Location: 24052 Smiley Road – 280144300F00009
Applicant/Property Owner: Patrick (PJ) Smith, President of National American Bank; Tony Pohl, WSN Civil Engineer; Tim Ramerth, WSN Civil Engineer; Andy Waletzko, Hytech Designer; Craig Feierabend, Hytech Owner (all present)

146 Smith stated he would like to build a bank in this location. There have been
147 some concerns with the redevelopment of County Road 13, but believes he
148 had accounted for these changes.

149
150 McGeough gave his presentation.

151
152 Patrick Weebush (audience) stated he owns the property to the north. He has
153 had water issues for the past 10 years. He would like this addressed as the site
154 plan does not address the water runoff. He also is not in favor of the retention
155 pond on the NW corner of the property that overlaps his property.

156
157 Pohl stated the site was designed in accordance with the city ordinance. The
158 water runoff will not be increasing for a 10 year rain event. The net runoff will
159 be a substantial decrease with what is being proposed. The added retention
160 basins will reduce the amount of runoff as well. The impervious calculations
161 are down to 53%, which it is still 3% above the limitations of the city
162 ordinance, but down from the 80% is currently is at. Pohl stated that only a
163 portion of the retention basin will be on the property to the north. This basin is
164 likely to help 3 separate properties; bank property, property to the north and
165 the city property with Smiley Road runoff. Pohl stated since the property
166 owner to the north is not in favor they would not create the basin. They will
167 still be in compliance with the city ordinance with or without that basin.
168 Ramerth stated currently there is no stormwater retention basins on the
169 property and it currently all drains to the NW corner of the property. The
170 proposal's intent is to retain water runoff on site. It will be able to retain a 10
171 year rain event which does not exist today.

172
173 Beaver suggested to possibly building a berm on the north side of the property
174 in the grassy area. Ramerth stated they could build a swale to direct water into
175 the retention basin on the NW corner if the neighboring property owner would
176 work with them. Weebush stated he has photos of the water flowing to his
177 building. After 10 years of dealing with this issue and the city not helping
178 him, he doesn't want to be part of the solution. The retention basin needs to be
179 moved so it is not on his property. This should be doable as they are starting
180 with a clean slate. Jacobson suggests this NW retention basin needs to stay on
181 the applicant's own property. He would be ok with them eliminating 2-3
182 parking stalls in order for them to make this happen. Haecker questioned if the
183 applicant would be ok with a berm on the north end of the property. Smith
184 stated a berm is acceptable, but the flow of the land would funnel to the west
185 and go back north. He would like to work with Weebush to solve the problem.
186 Ramerth stated they could install curb to direct the water flow to the basins.
187 He did state again that this basin would not be needed in order to comply with
188 the city ordinance. They proposed this to help with the runoff for all
189 surrounding properties. McGeough questioned if they could increase the NE
190 basin. Ramerth stated they could certainly take a look at that option.

191
192 Drew Bakken (audience) is the pastor at Lutheran Church of the Cross. He has
193 concerns where the water would flow if they build a berm and have water
194 flow to the east. Currently they have no drainage issues. Ramerth stated their
195 intent is to protect this property and the property to the east with a stormwater

196 collection system on the south-east corner of the property. Jacobson stated that
197 the retention basin should be on the applicant's property. Ramerth stated they
198 believe they can make that work.
199
200 Laufman questioned how they calculated the 42 parking spaces and if they
201 actually needed that many. Andy Waletzko with Hytech Construction stated
202 they used a calculation based on the building use. Waletzko questioned if they
203 would need a variance on reducing the amount of parking spaces if it is the
204 city's recommendation. Smith stated he was ok with fewer parking spaces, but
205 would like to have approval today and not have to come back for a variance.
206 He stated he can give up a few parking spaces if needed for runoff.
207 McGeough stated the commission does have the authority to modify parking
208 requirements without a variance.
209
210 Craig Feierabend with Hytech stated there is 80% less water running to the
211 north end of the property with what is being proposed to what is currently
212 there. If they are removing parking spaces there will be even less water flow
213 and less impervious coverage.
214
215 Drew Bakken (audience) questioned if there would be room for the future
216 backage road to go on the north side of this property. McGeough stated there
217 is no official plan yet for County Road 13 redevelopment or this potential
218 backage road.
219
220 Tim Bray (audience), Crow Wing County Engineer, stated they have been
221 looking at this reconstruction for the past year. They have been studying this
222 intersection and gathering traffic counts. They would like to see that the
223 frontage roads be moved farther away from the highway 371 and County
224 Road 13 intersection. Bray stated they have talked with the developer of this
225 property, the church and the city. It seems that the timeline is a bit off to close
226 Smiley Road at this time. There is a lot more discussion that needs to take
227 place before this can happen. Bray stated that until Smiley Road is closed
228 there is no need for a backage road. They will continue discussions but can't
229 give a timeline at this point. Bray showed a layout of what they are looking to
230 move forward with. Laufman questioned if there was any chance that Smiley
231 Road would stay open forever. Bray stated they would like to find a solution
232 but it may not be possible at this time with the stakeholders that are currently
233 involved. Bray also noted that the drainage improvements are not contingent
234 on the backage road. They will likely be installing curb and gutter in the entire
235 area of their current project.
236
237 Jacobson questioned if they would be using the well that is in the upper NE
238 corner of the lot. Smith stated they will be using the well, but they will also be
239 looking at a new well location. The new well will meet all requirements.
240 Jacobson questioned what the height of the building is. Smith stated that the
241 structure meets all ordinance requirements. Waletzko stated that it does meet
242 the ordinance. The height is 23 feet 6 inches at grade. Jacobson questioned
243 how wide the proposed backage road would be. Bray stated they are still
244 looking at that concept. Utilities could play a factor in the width. They are
245 thinking 66 feet, but can't say for sure. There are still many discussions to be

246 had. The location of the road could be on one property or shared. Smith stated
247 they have considered the backage road when designing this proposal.
248
249 Laufman questioned if legally they can grant a variance that at some point
250 they know the variance will go away. McGeough stated there are no issues
251 with issuing variances, as they go with the property. Jacobson noted that the
252 applicant needs to come in for a separate permit for the sign. Haecker
253 questioned if the sign was a part of this application. McGeough stated the sign
254 is not part of this application. They will need to come in for a separate permit
255 process.
256
257 Laufman has concerns with the impervious coverage percentage if the
258 backage road is built as it looks like the parcel becomes smaller. McGeough
259 stated they are unsure what those numbers will be at this time. Laufman also
260 questioned how much of Smiley Road will be removed when the backage road
261 is built. Hallan stated this number can't be determined at this point.
262
263 Beaver noted that this needs to have two separate motions, not one as staff has
264 presented.
265
266 Lenny Hodgson (audience) former city councilmen and resident of Nisswa
267 stated that he hopes everybody is aware of the ownership of these properties
268 for the proposed backage road as this will be a major acquisition. Currently
269 Crossroads is not owned by the City.
270
271 McGeough noted 2 other conditions that staff recommends.
272 • Applicant and Crow Wing County are to work together for needed
273 easements.
274 • Installation of grease traps is required, as Kitchen is noted on the
275 plans.
276
277 Waletzko stated that the coffee shop will be doing all cooking at their
278 downtown location. This will not be a commercial kitchen.
279
280 Duane Blanck (audience) is a Nisswa resident and church member, stated that
281 if a backage road goes in through Crossroads there is no future development
282 benefits. He suggests connecting to the north of the bank property.
283
284 Matt Hanson (audience) W. Linden resident he wants to make sure that the
285 city considers the backage road and size of the buildings and potential traffic
286 increases and how traffic is going to flow. Look at all the road rework that is
287 being done in Baxter by Cub Foods. The city needs to consider what the
288 future may hold. He also questioned if the bank building needs to be this
289 large.
290
291 Drew Bakken (audience) stated that the church turned in a list of concerns and
292 is excited to have Smith come to the area.
293

294 **Motion:** Beaver motioned to approve this Conditional Use Permit application
295 at 24052 Smiley Road to construct an approximate 5,100 square foot bank
296 building with ancillary retail space with the following conditions:

- 297 1. Prior to issuance of a Land Use Permit the applicant shall submit a
298 Storm Water Pollution Protection Plan for the consideration and
299 approval of the City Engineer.
- 300
- 301 2. Prior to issuance of a Land Use Permit the applicant shall submit a
302 revised landscape plan to the Planning and Zoning Administrator
303 demonstrating a full screening of evergreen shrubbery adjoining the
304 parking lot area on the south and west sides.
- 305
- 306 3. The exterior finish of the building shall be in substantial compliance
307 with the Planning Commission approved architectural plans. Color
308 samples must be submitted to city staff for approval.
- 309
- 310 4. The site shall be developed in substantial conformance with the
311 Planning Commission approved plans.
- 312
- 313 5. Exterior lighting shall employ full cut-off fixtures to minimize light
314 trespass and glare. Must comply with city ordinances.
- 315
- 316 6. The property owner shall be responsible for the maintenance of any
317 vegetation within the public right-of-way adjacent to the subject
318 property.
- 319
- 320 7. Upon relinquishment of the Smiley Road Easement by the City, in the
321 event that the backage road is constructed, the owner shall be
322 responsible for removing the pavement and landscaping the area of
323 pavement removal.
- 324 8. Applicant and Crow Wing County are to work together for needed
325 easements.
- 326 9. Installation of grease traps is required, as Kitchen is noted on the
327 plans.
- 328 10. Removal of at least 2-3 parking spaces are approved to allow adequate
329 room for a storm water retention basin to be located in the NW corner
330 of the property.
- 331 11. Creation of a berm on the north side of the property to direct
332 stormwater into basins is required.
- 333 12. The business sign indicated on the plan is not an approval of this
334 application. The applicant must come back in for sign application.
- 335 13. Architects name, signature, date, and license number should be on all
336 surveys and plans.
- 337

338 Findings of Fact:

- 339 1. The subject property is generally located at the northeast corner of
340 Smiley Road and County Road 13 at 24066 Smiley Road. (PIN #
341 280143400BA0009)
- 342 2. The subject property is zoned "Highway Business."
- 343 3. The applicant is proposing an approximately 5,100 square foot bank

- 344 building with ancillary retail space, located on a 1.79 acre parcel
345 4. The applicant has provided a the following plans: Floor Plans, Exterior
346 Elevations, Exterior Rendering, Concept Pylon Sign, Lighting Plan,
347 Site Plan, Stormwater Drainage Plan, Grading Plan, Landscape Plan,
348 Lighting Plan.
349 5. The architecture of the structure is characteristic of the lodge style
350 consisting of wood siding, stone, and gable roofs with exposed truss
351 material.
352 6. The applicant has proposed four retention basins on the site that will
353 address storm water runoff volume for the 10-year storm event
354 7. A max of 40 parking spaces have been provided and found to be
355 adequate to meet off-street parking demand.
356 8. The development, with conditions, will not impede the normal and
357 orderly development and improvement of surrounding property.
358 9. Adequate utilities, access roads, drainage and other necessary
359 facilities have been or are being provided for this development.
360 10. The development will not depreciate property values within the
361 immediate vicinity of the subject property.

362 Jacobson seconded the motion. All members voting “Aye”, motion carries.
363

- 364 **c. Variance application 025-18– request for a variance to the required**
365 **impervious percentage of the Highway Business Zone District and**
366 **require location of the parking facilities associated with a 5,100 square**
367 **foot bank building with ancillary retail space**
368 **Property Location: 24052 Smiley Road – 280144300F00009**
369 **Applicant/Property Owner: Patrick (PJ) Smith, President of National**
370 **American Bank; Tony Pohl, WSN Civil Engineer; Tim Ramerth, WSN**
371 **Civil Engineer; Andy Waletzko, Hytech Designer; Craig Feierabend,**
372 **Hytech Owner (all present)**
373

374 See meeting discussion above; item 6b.
375

376 **Motion:** Jacobson motioned to approve this variance application for parking
377 lot setback of 0 feet instead of the required 10 ft. from a property line and total
378 impervious coverage being 53%; impervious coverage to exceed requirements
379 by 3%, when the limit is 50% with the following findings of fact:

- 380 1. The applicant has established practical difficulties in meeting the parking
381 lot setback due to allowing for potential backage road. Although there are
382 no practical difficulties in meeting the 40% maximum impervious surface
383 requirement, the applicant is reducing the impervious surface from nearly
384 80% to 53%.
385 2. The deviation from the ordinance will still be in harmony with the general
386 purpose and intent of the ordinance and Comprehensive Plan.
387 3. The plight of the property owner is due to circumstances of the previous
388 development of the property and the likelihood of a future backage road
389 and is not caused by the property owner.
390 4. The terms and conditions of the variance protect the essential character of
391 the neighborhood.

- 392 5. The variance is based on the finding of fact other than economic
393 considerations.
394 6. The variance is for a land use that is allowed under the terms of the
395 ordinance.
396

397 Beaver seconded the motion. All members voting “Aye”, motion carries.
398
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400 **d. Ordinance Amendment application 012-18 – Stormwater Protection**
401 **Applicant: City of Nisswa**
402

403 Beaver stated that in the Subdivision 9 section that the subsection should be
404 4.9.10, instead of 4.9.9. Laufman stated that under the Remuneration section
405 Vegetation Removal should be 4.9.8 & 4.9.15, instead of 4.8.8 & 4.9.10.
406

407 **Motion:** Beaver motioned to recommend to the City Council approval of this
408 Stormwater Protection ordinance amendment with the noted changes,
409 Laufman seconded the motion. All members voting “Aye”, motion carries.
410

411
412 **e. Ordinance Amendment application 013-18 – Resort Expansion**
413 **Applicant: City of Nisswa**
414

415 Beaver stated it meets the DNR requirements now. Beaver mentioned that if
416 the city council approved this amendment that there are additional steps that
417 need to be completed based on the DNR check list.
418

419 **Motion:** Jacobson motioned to recommend to the City Council approval of
420 this Resort Expansion ordinance amendment as presented, Beaver seconded
421 the motion.
422

423 Further Discussion:
424

425 Beaver stated these changes are to get the city in compliance with the DNR
426 requirements.
427

428 All members voting “Aye”, motion carries.
429
430

431 **f. Ordinance Amendment application 015-18 – Parking and Loading**
432 **Applicant: City of Nisswa**
433

434 Haecker stated he would like to have Parking Lighting be added to as Item G:
435 Reference 8 section 4.8.8 Exterior Lighting.
436

437 Laufman stated that in Section 2: Remuneration that section 4.9.16, not
438 10.9.16.
439

440 Laufman noted that there should be a Section for Deletions. These sections
441 should be deleted. 4.8.3 i.2 and i.3 and 4.8.5.

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Laufman also noted that under A, that Highway Business District should be added.

Motion: Beaver motioned to table to the November 13 regular planning meeting to allow time to make these additional changes, Laufman seconded the motion. All members voting “Aye”, motion carries.

g. Ordinance Amendment application 026-18 – Water-Oriented Accessory Structure

Applicant: City of Nisswa

Beaver stated she took information from the DNR Model Ordinance. She would like the commission to decide on the setback amount. She suggested 30 feet. The DNR setback is 10 feet, but she would like to see something a bit farther than this.

The commission questioned 4.8.16 #6 on why it states “center third of the shoreline”. Beaver believes this language came from our current ordinance, but will double check.

McGeough stated that the DNR has a maximum of 250 square feet for a Water-Oriented Accessory Structure. Beaver stated she will rework and bring back to commission for approval.

Motion: Beaver motioned to table to the November 13 regular planning meeting to allow time to rework, Swanson seconded the motion. All members voting “Aye”, motion carries.

MOTION: Jacobson motioned to close the public hearing, Swanson seconded. All members voting “Aye”, motion carries.

7. New Business: None

8. Old Business: None

9. Planning & Zoning Administrator’s Report

a. Permits

Beaver questioned permit # 18-066 and that the rebuild of the boathouse does not meet the setback requirements and a variance would have been needed for this permit. McGeough stated he thought they could push the structure back. Beaver stated only way this structure could have been rebuilt is if it was built on the same footprint and same size.

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b. Conditions

c. Violations

Laufman believes there to be a violation Upper Roy Lake Road and Highway 371; Honer Excavating. There seems to be large gravel piles and doesn't want them to get out of control. McGeough stated he would take a look.

Haecker wanted to know why Fast Trax is not on the agenda per previous meeting conversations. There are currently 4 signs on the property now. One of the signs exceeds the 30 degree angle. McGeough stated he hasn't been out there to look at it yet.

d. Site Visits

e. Comprehensive Plan

McGeough stated that the Comprehensive Plan has been sent to Sourcewell for a review and will be on the next planning commission meeting. Jacobson noted he would like to see it sent out to the steering committee for their review and we need to send it to the county as well for them to review. McGeough stated the document needs to be completed with text and graphics before that can happen.

f. Policy for Commission Seat Appointments (October City Council Meeting)

McGeough stated that Jenny Max, City Administrator/Clerk has created a new policy and will be going to the city council this month for approval. If this happens it will be added to our November meeting.

g. Mobile Concession Vendors

McGeough stated that the city attorney sent a letter to Gull Dam Brewery. Prior to accepting any mobile food carts they will need to pay the fee. McGeough noted that Jenny Max, City Administrator/Clerk is working on rewriting this ordinance. Haecker stated he has been working on rewriting this as well. He will reach out to Max.

h. Grand View Lodge Conditions

McGeough stated he left a handout for all commission members with and updated condition list.

i. Application request accompanied by the owner requestor.

Haecker stated that the only thing changing on this is that a representative must be present at planning commission meetings

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10. Commission Discussion Items

a. Shoreland Planned Unit Development (Section 4.10.1)

McGeough stated he didn't included information in the packet for this item.

Beaver stated she would provide her changes to McGeough tomorrow. This should allow enough time to make some changes and be included in November's packet.

b. Sketch Plan Review Process/Applications

McGeough stated he hasn't developed this yet. The commission would like to see a maximum of 2 sketch plan reviews and then the applicant would need to come in for a formal application.

11. Future Commission Discussion Items

a. Grand View Lodge Density Calculations

Haecker would like to table this until November.

b. Zoning Violation / Conditions Enforcement

Beaver questioned if this was brought to the city council that McGeough needed additional help. Haecker suggested that we submit a list of questions in regards to enforcement to send to the city attorney to see what staff can and can't do. Beaver stated she would like to see some legal procedures created and followed. McGeough stated he will work on this.

c. Unlisted Businesses – Land Use Charge /Storage Building Regulations

Haecker send a document to McGeough questioning when these changes were made. Wentler stated she did provide Haecker the packet and minutes from the meeting they were changed. Haecker seemed ok with the information Wentler provided to him. Wentler had a copy for commission to look at.

Laufman questioned why Nursery/Landscaping businesses were not on the chart. McGeough stated he would look into this and update.

d. Residential Structure Size Maximums

e. Open/Clear Cutting / Trees & Brush Management

f. VRBO

g. Housing

h. Highway 371 Corridor Development / Section 4.8.3

i. Central Business District Development

j. Housekeeping Ordinance Corrections / Editing

FURTHER DISCUSSION ITEMS

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Planning Commission Evening Meetings:

Jacobson wanted to know the status on changing the meetings to evenings. What are we doing to get applications? Wentler stated that last month we agreed to change to evenings, but had to gather staff schedules. McGeough stated he hasn't done this yet. Beaver stated there was discussion on if applicants needed to be property owners or if they could be business owners, as an option to obtain more members. McGeough stated the ordinance states "property owner". Beaver thought is says "Nisswa resident".

Façade Committee:

Beaver questioned what the status on this committee is. McGeough stated he received one person to be on the committee so far. Wentler suggested checking with the Chamber to see if they would add it in their newsletter. Stated it should be listed on our website and Facebook page.

Terms expire:

Beaver noted that her and Haecker's last meeting she believes in January 2019.

12. Adjourn

Motion: Beaver motioned to adjourn the October 9, 2018 meeting at 11:50am, seconded by Swanson. All members voting "Aye", motion carries

Respectfully submitted,

Maggi Wentler, Deputy City Clerk