THE HUB OF SIBLEY COUNTY

GAYLORD

CITY OF GAYLORD
Planning and Zoning Commission Agenda
Wednesday, January 3, 2018
5:30 p.m., City Hall

1. Call Meeting to Order

2. Appointment of Officers
   a. Chair
   b. Vice-Chair
   c. Secretary

3. Consider 1-3-18 Agenda

4. Approval of Minutes –
   a. October 25th 2017 Regular Meeting

5. Discussion of Future Housing Areas

6. Open Forum - Comments from citizens in attendance

7. Other

8. Adjournment

** **Denotes amendments to the most recent draft of the agenda.**

Planning and Zoning Commission Meeting
Wednesday, October 25, 2017
5:30 pm, City Hall Chambers

MEMBERS PRESENT: Chairperson Orlin Grack; Commissioners: Marilyn Bratsch, Bill Schulte, Steve Boerner
MEMBERS ABSENT: Jerry Gasow
COUNCIL PRESENT: Tom Homme, Josh Klein
INTERIM CITY ADMINISTRATOR: Lori Waltz

1. Call Meeting to Order
   Pursuant to due call and notice, thereof, the Planning and Zoning Commission was called to order in the City Hall Chambers by Chairperson Grack at 5:30 pm.

2. Consider October 25, 2017 Agenda
   Motion made by Commissioner Schulte, seconded by Commissioner Boerner to approve Agenda with addition of adding Ron Kirsch-Certificate of Survey to Item 5. Motion passed-6-0.

3. Approval of May 10, 2017 Regular Planning and Zoning Minutes
   Correction to Minutes: Bill Schulte was present – not absent. Bill Schulte, Commissioner made motion to approve April 12, 2017 P&Z Minutes – not Council Tom Homme.
   Motion made by Commissioner Schulte to Approve the May 10, 2017 P&Z Minutes with corrections; seconded by Commissioner Boerner. Motion passed 6-0.

4. Public Hearing: Variance Request – Silvio Amorim
   Variance request by Silvio Amorim to attach a deck to the front of a home on 222 Lincoln Ave E., Gaylord MN. The request is a seven point six-seven (7.67) foot variance from the front yard setback requirement of not less than thirty (30) feet from any right-of-way, to allow construction of an attached deck on the front of the home; this would be twenty-two point thirty-three (22.33) feet, of the right-of-way. Motion made by Commissioner Boerner to recommend approval to City Council of said variance noting: it fits within the location, improvement to neighborhood, no neighbor concerns, and ir-regular shape of lot; seconded by Council Klein. Motion passed 6-0.

5. Discussion Items: Ron Kirsch – Certificate of Survey
   Mr. Kirsch received a letter from the City regarding a penalty for not providing a Certificate of Survey for an accessory building (utility shed). From a previous meeting, Mr. Kirsch was under the understanding since it was a moveable building- not on a permanent foundation and he met setback requirements and knew where the survey pins were located, it was approved to move forward with the building. Discussion held. The suggestion made to have Interim Administrator Waltz speak with City Attorney Don Lannoye to delay penalty date of November 1, 2017 and work with Attorney Lannoye to resolve issue possibly creating addendum/clarification to the requirement of a Certificate of Survey on Permits for the next Planning and Zoning Meeting.

6. Adjournment
   Motion made by Commissioner Boerner, seconded by Commissioner Schulte to adjourn at 6:10 pm. Motion passed 6-0.