CITY OF GAYLORD
PLANNING & ZONING COMMISSION MEETING MINUTES
June 12, 2024

Members Present: Orlin Grack, Steve Boerner, Jerry Gasow, William Schulte, and Scott Kuphal
Members Absent: Chad Muchow and Alice Strobel.
Staff Present: Steve Helget, City Administrator
Others Present: None

1. **Call Meeting to Order**
   The meeting was called to order by Grack at 5:31 p.m.

2. **Approve Agenda**

   Motion was made by Schulte to approve the agenda. Seconded by Boerner and unanimously carried.

3. **Open Forum** - None

4. **Minutes**

   Motion was made by Gasow to approve the minutes from the May 8, 2024 meeting. Seconded by Kuphal and unanimously carried.

5. **Public Hearings**

   A. Zoning Ordinance Revision

   Grack opened the public hearing at 5:36.

   The purpose of the hearing was to review and consider the Zoning Ordinance revision.

   Helget stated Section 153.49, Subd. 10 identifies the prohibited signs in all zoning districts. Billboards are specifically stated in the current zoning ordinance has not being allowed in any zoning district. Letter "J" in Subd 10 states if sign is not expressly permitted by the provisions of this Section it is not permitted. Following some discussion the Commission consented to include billboards in Subd. 10.

   Grack stated he had questioned whether prohibiting pole buildings was stated in the new ordinance, and it is prohibited under Section 153.22, Subd. 10, Accessory Structures.

Helget proposed to add specific conditional use provisions for community solar gardens. Distributed were the proposed provisions as prepared by the city attorney. The provisions were mistakenly omitted in the agenda packet. Given the document length of the proposed provisions, Helget proposed to table the public hearing in order to give Commissioners time to review and consider the provisions. Following some discussion,

Motion was made by Kuphal to table the public hearing on the Zoning Ordinance Revision to the July 10th regular meeting. Seconded by Boerner and unanimously carried.

6. **New Business**

A. Solar Gardens – Conditional Uses

No action taken due to the handout not being in the agenda packet. The Commission consented to review and consider adding specific conditional use provisions for community solar gardens to the zoning ordinance revision at the July 10th meeting.

B. Zoning Ordinance Revision

No action taken due to public hearing being tabled to July 10th meeting.

C. Comprehensive Plan Future Land Use Map Amendment

Helget stated earlier this year per the Planning & Zoning Commission's recommendation, the City Council denied a conditional use permit to SynerGen Gaylord LLC to develop a community solar garden on the property owned by Apex Farms. As discussed, a public hearing would be scheduled to amend the Comprehensive Plan Future Land Use map to change the planned use for the parcel from Rural Reserve to Industrial.

Helget stated the property located immediately to the west of the Apex Farms parcel, the Zoning Map identifies the property as I-2, Medium Industrial and the Future Land Use map has a planned use as commercial. Proposed is discuss whether to amend the Future Land Use map for this parcel to I-2. Following some discussion the Commission consented to amend both parcels to I-2 in the Future Land Use map and to hold a public hearing at their regular July meeting.

7. **Old Business** – None

8. **Monthly Building Permit Report**

The Commission reviewed the May Building Permit report.

9. **Other Items of Discussion** – None

10. **Next Meeting**

The next P & Z meeting is scheduled for 5:30 p.m., July 10, 2024.

11. **Adjourn**

There being no further business, motion was made by Schulte to adjourn the meeting. Seconded by Boerner and unanimously carried. The meeting was declared adjourned at 6:14.

Respectfully submitted,

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Steven Helget
Zoning Administrator