CITY OF GAYLORD
PLANNING & ZONING COMMISSION MEETING MINUTES
March 12, 2025

Members Present: Orlin Grack, Steve Boerner, Amy Bell, William Schulte, Lynn Grochow, and Scott Kuphal
Members Absent: Alice Strobel
Staff Present: Steve Helget, City Administrator
Others Present: Dawn Kratzke, Mayor

1. **Call Meeting to Order**
The meeting was called to order by Grack at 5:30 p.m.

2. **Approve Agenda**

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

3. **Open Forum** - None

4. **Minutes**

Motion was made by Kuphal to approve the minutes from the February 12, 2025 meeting as corrected. Seconded by Bell and unanimously carried.

5. **Public Hearings - None**

6. **New Business**

A. Subdivision Regulations Review

Helget stated he was able to locate a sample Subdivision Regulations code from another City that he thinks the structure and verbiage is more modern compared to our code. Proposed was to consider the highlighted "yellow" changes. Due to the proposed changes, the Commission reviewed the same sections that were reviewed in February.

- General Requirements
- Sketch Plan
- Preliminary Plat
- Final Plat

Following the review of the above sections, the Commission consented to the proposed changes. Helget stated the City's attorney is reviewing the definition section and will have some recommendations.

The Commission consented to continuing its review of the Subdivision Regulations at its April meeting.

7. **Old Business** – None

8. **Monthly Building Permit Report**

The Commission reviewed the February Building Permit report.

9. **Other Items of Discussion**

Bell stated the state law for protecting natural space for endangered species as changed. She suggested comparing the new law with the City's code.

10. **Next Meeting**

The next P & Z meeting is scheduled for 5:30 p.m., April 9, 2025.

11. **Adjourn**

There being no further business, motion was made by Boerner to adjourn the meeting. Seconded by Schulte and unanimously carried. The meeting was declared adjourned at 6:23.

Respectfully submitted,

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Steven Helget
City Administrator