CITY OF GAYLORD
PLANNING & ZONING COMMISSION MEETING MINUTES
May 14, 2025

Members Present: Orlin Grack, Steve Boerner, William Schulte, Amy Bell, and Lynn Grochow
Members Absent: Alice Strobel and Scott Kuphal
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**

   Helget requested to add a discussion on residential fences under New Business.

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

3. **Open Forum** - None

4. **Minutes**

   Motion was made by Bell to approve the minutes from the April 9, 2025 meeting. Seconded by Boerner and unanimously carried.

5. **Public Hearings**

   A. Zoning Code Amendment – Cannabis Businesses

   Grack opened the public hearing at 5:34.

   Helget stated the City Council recently adopted an ordinance regulating Cannabis businesses. Included in the ordinance were different types of Cannabis businesses and the zoning districts they may operate in. All the Cannabis businesses identified in the ordinance were allowed in commercial and/or industrial districts as a Conditional Use.

   There being no comments/questions from the public,

   Motion was made by Bell to close the public hearing. Seconded by Schulte and unanimously carried the hearing was closed at 5:41.

6. **New Business**

A. Zoning Code Amendment – Cannabis Businesses

Motion was made by Grochow to approve the ordinance amending the Zoning Code pertaining to regulating Cannabis businesses and to recommend such to the City Council. Seconded by Bell and unanimously carried.

B. Residential Fences

Helget distributed photos of three different residential properties each having a temporary in nature fence. One is an enclosed fence for pets and the other two appear to be boundary line fences. Helget asked for the Commission's input as to whether the boundary line fences should be removed. The Zoning Code states a zoning permit is required for fences and no fence shall be allowed on public right-of-way or boulevard area. All fences are to be constructed of durable material and fences made of flimsy or non-traditional materials are prohibited.

Following some discussion, the definition of a "Fence" was reviewed. The Zoning Code defines a Fence as "A barrier with footings forming a boundary to or enclosing some area".

Based on the Fence definition, the Commission consented that the two boundary fences were acceptable.

7. **Old Business** - None

8. **Monthly Building Permit Report**

The Commission reviewed the April Building Permit report.

9. **Other Items of Discussion**

Grack questioned the status of Primo Truck Repair & Wash and the parking of all the semi-trailers on the property. Helget stated the property owner submitted and the Council approved a parking lot plan in 2022 but currently the owner is not in compliance with that parking lot plan. This item is planned to be on June 4th Council meeting agenda.

10. **Next Meeting**

The next P & Z meeting is scheduled for 5:30 p.m., June 11, 2025.

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 6:16.

Respectfully submitted,

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Steven Helget
City Administrator