



Planning Commission Minutes
Madison Lake City Planning Commission
March 26th, 2018

1) Call Meeting to Order

Chair Mike Klassen called the meeting to order at 7:00 p.m.

2) Roll Call –

Members Present: Mike Klassen, Helen Peterson, Mark Hayes, Rick Anderson, Greg Rosenow, Ryan Sanders, Lisa Jaspersen, Annette McBeth

Members Absent: None

Also Present – Carole Kroc

Staff Present: Interim Zoning Curt Kephart

3) Approval of Consent Calendar – Motion by Rosenow seconded by Sanders to accept the agenda as presented and the minutes of the 02/26/2018 meeting as corrected. Motion adopted.

4) Open Public Comments – Carole Kroc introduced herself as an interested citizen and potential volunteer to the Planning Commission. Commissioners welcomed her to the Community.

5) Appearances & Presentations

None at this time.

6) Ordinances and Resolutions

a) None at this time

7) Unfinished Business

- a) Vogelgesang Annexation Request – Motion by McBeth seconded by Rosenow that in the event an annexation was to occur regarding the Vogelgesang property, the City Council is advised by the Planning Commission to receive all three adjacent parcels and include them only if requested to be annexed and not forced. Motion adopted Sanders abstained.
- b) Small Cell Ordinance Update to the City Zoning Ordinance – Mr. Moran could not attend this meeting and it was rescheduled to the April meeting.
- c) Revision of the Zoning Ordinance Project – Laura Elvebak of MVCOG was unable to attend the meeting as she and Rick Almech had just met that afternoon and she needs additional information to advise the Commission.
- d) Staking and Flagging
 - (a) The staking and flagging update to the Building Permit ordinance has become more complex. Motion by McBeth, seconded by Rosenow to authorize the Zoning Administrator review the proposed ordinance update and clarify language before forwarding it on to the City Council for adoption. Motion adopted.

8) New Business –

- a) Carole Kroc is volunteering her service to the City as she has background and experience in land and business development. The Commission gratefully accepted her offer and will be working with her on several new sub-division matters.
- b) **416 Main Street Conditional Use Permit** – Commissioners asked to have conditions attached to any CUP request that would include similar conditions to a previous permit granted when the bar and residence were adjacent. The Zoning Administrator will review the permit conditions of the prior permit.

9) Commissioner Reports –

- a) Concern was expressed about the completion of the garage on 5th Street behind City Hall. The Zoning Administrator shared that an extension of the building permit was granted with conditions that the structure be completed by late spring (weather permitting).
- b) Commissioners expressed concern that Development Agreements be adhered to and that cost share allocation be resolved by the City Council so that new developments may go forward with consistency and clarity as to what costs are born by the City and what costs are those of the Developer.

10) Staff Reports

- a) The interim Zoning Administrator updated the Commission on status of several concerns previously discussed by Planning and Zoning.

11) Adjournment

Motion by Sanders seconded by Rosenow to adjourn the meeting at 8:38 p.m. Motion adopted.


Chair Michael Klassen