



CITY OF MONTROSE

200 CENTER AVENUE SOUTH
MONTROSE, MINNESOTA 55363

PLANNING & ZONING COMMISSION MINUTES January 16, 2008

Pursuant to call and notice, the Montrose Planning and Zoning Commission met in regular session on Wednesday, January 16, 2008. Those present were Commissioners, Cory DeWitte, Roy Henry, Keith Roseen, Nina Stanley-Woidyla and Alfred Morhing. Sharon Knodel, liaison and Barb Swanson, city administrator were also present.

Absent: Tim Hackenmiller and Chuck Smallwood

Agenda

Motion by DeWitte, seconded by Henry, to approve the agenda as presented.
Carried 5-0.

Oath of Office

Cory DeWitte, Roy Henry, Keith Roseen, Nina Stanley-Woidyla and Alfred Morhing took their oaths of office

Approval of Minutes

Motion by DeWitte, seconded by Morhing, to approve the September 19, 2007 minutes as presented. Carried 5-0.

Elections of Officers

President - Cory DeWitte, nominated by Roseen, seconded by Henry.
Vice-President - Keith Roseen, nominated by Stanley, seconded by Henry.
Secretary - Tim Hackenmiller, nominated by Roseen, seconded by Stanley.
Treasurer - Nina Stanley-Woidyla, nominated by DeWitte, seconded by Roseen.
Carried 5-0.

New Business

Annual conditional use permit reviews

Kirmis, city planner, reviewed the file summaries regarding the conditional use permits that are current within the City of Montrose.

Kirmis explained that the city would do annual reviews as directed by council.

Kirmis informed the commission that some conditional use permits are inactive and some are non-compliant with the conditions stated upon approval. In order to proceed with the reviews a public hearing will need to be held to consider revocation of both the inactive and noncompliant statuses.

File summaries regarding inactive and non-compliant conditional use permits were discussed.

The inactive CUP public hearings will be held in February and the non-compliant CUP public hearing will be held in March. All properties have been notified of the annual reviews.

Swanson informed the commission that the property owners were notified and will be notified again before the public hearings. The property owners with "in-active" conditional use permits have not filed any objections to the revocation hearing. A compliance deadline of January 31, 2008 was implemented for the non-compliant properties.

Motion by Stanley-Woidyla, seconded by DeWitte, to conduct a Public Hearing at the February 20, 2008 planning meeting for the inactive conditional use permits listed on the annual review report.

Carried 6-0.

2008 Goals

The commission discussed their 2008 goals.

The following items were listed as the goals:

- Quarterly meeting with Council, Park and Recreation and the Economic Development Authority
- Engineer workshop, AUAR review, Roundabout
- Joint workshops with surrounding communities
- Planning educational conferences/cost share with surrounding communities
- Review larger cities Comprehensive Plans
- Articles for the news letter

Unfinished Business

Mission Statement

A discussion was held regarding the revision of the proposed Mission Statement.

Proposed Mission Statement:

The Planning Commission reviews and evaluates land use issues serving a key leadership role as an advisory body to the City Council, utilizing zoning regulations to ensure conformity to the Comprehensive Plan and community values to manage the future growth of Montrose.

Motion by DeWitte, seconded by Stanley- Woidyla, to approve the mission statement as presented below: Carried 5-0.

MISSION STATEMENT

The Planning Commission, serving a key leadership role as an advisory body to the City Council, reviews and evaluates land use issues utilizing zoning and subdivision regulations to ensure conformity to the Comprehensive Plan and community values, to manage the future growth of Montrose.

Adjournment

Motion by DeWitte, seconded by Stanley-Woidyla to adjourn at 8:10 PM
Carried 5-0.

Author: Kristine M. Richter
City of Montrose

Barbara C. Thwing-Swanson
Administrator/Clerk/Treasurer