

**CITY OF MONTROSE
200 CENTER AVENUE SOUTH
MONTROSE, MINNESOTA 55363
PLANNING & ZONING COMMISSION
MINUTES
February 20, 2008**

Pursuant to call and notice, the Montrose Planning and Zoning Commission met in regular session on Wednesday, February 20, 2008.

Those present were Commissioners, Cory DeWitte, Roy Henry, Nina Stanley-Woidyla and Tim Hackenmiller.

Sharon Knodel, liaison and Barb Swanson, city administrator were also present.

Absent: Keith Roseen, Alfred Morhing and Chuck Smallwood

Cory DeWitte read the Commissions Mission Statement:

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.

Agenda

Motion by Stanley, seconded by Hackenmiller, to approve the agenda which included the following additions: Emergency Management Workshop and Non-Compliant Conditional Use Permit Update.

Carried 4-0.

Oath of Office

Tim Hackenmiller took his Oath of Office

Approval of Minutes

Motion by Stanley, seconded by Henry, to approve the January 16, 2008 minutes as presented. Carried 4-0.

Public Hearing – 229 Buffalo Avenue South

DeWitte closed the regular meeting and opened the public Hearing at 7:10 pm

Kris Richter, administrative assistant, reviewed the file summary regarding an inactive conditional use permit issued to the property located at 229 Buffalo Avenue South. (see attached). Richter explained that the conditional use permit is considered to be inactive and that no objections from the property owners have been filed. Richter stated that staff recommends that the conditional use permit for 229 Buffalo Avenue South be revoked at this time.

Jennifer Zenanko

Zenanko, property owner, stated that she did not object to the conditional use permit being revoked.

The public Hearing was closed at 7:12 pm

Motion by Hackenmiller, seconded by Stanley, to recommend revocation of the 229 Buffalo Avenue South Conditional Use Permit. Carried 4-0.

Public Hearing – 230 Buffalo Avenue South

DeWitte closed the regular meeting and opened the public Hearing at 7:12 pm

Kris Richter, administrative assistant, reviewed the file summary regarding an inactive conditional use permit issued to the property located at 230 Buffalo Avenue South. (see attached). Richter explained that the conditional use permit is considered to be inactive and that no objections from the property owners have been filed. Richter stated that staff recommends that the conditional use permit for 230 Buffalo Avenue South be revoked at this time.

There was no one present for public comment.

The public Hearing was closed at 7:13 pm

Motion by Hackenmiller, seconded by Stanley, to recommend revocation of the 230 Buffalo Avenue South Conditional Use Permit. Carried 4-0.

Public Hearing – 110 Crystal Court

DeWitte closed the regular meeting and opened the public Hearing at 7:14 pm

Kris Richter, administrative assistant, reviewed the file summary regarding an inactive conditional use permit issued to the property located at 110 Crystal Court. (see attached). Richter explained that the conditional use permit is considered to be inactive and that no objections from the property owners have been filed. Richter stated that staff recommends that the conditional use permit for 110 Crystal Court be revoked at this time.

There was no one present for public comment.

The public Hearing was closed at 7:15 pm

Motion by Hackenmiller, seconded by Henry, to recommend revocation of the 110 Crystal Court Conditional Use Permit. Carried 4-0.

Public Hearing – 124 Crystal Court

DeWitte closed the regular meeting and opened the public Hearing at 7:15 pm

Kris Richter, administrative assistant, reviewed the file summary regarding an inactive conditional use permit issued to the property located at 124 Crystal Court. (see attached). Richter explained that the conditional use permit is considered to be inactive and that no objections from the property owners have been filed. Richter stated that staff recommends that the conditional use permit for 124 Crystal Court be revoked at this time.

There was no one present for public comment.

The public Hearing was closed at 7:16 pm

Motion by Hackenmiller, seconded by Stanley, to recommend revocation of the 124 Crystal Court Conditional Use Permit. Carried 4-0.

New Business

Emergency Management Workshop

Swanson informed the commission that a workshop will be held on Monday March 31, 2008.

DeWitte volunteered to attend.

Swanson stated several. Commissioners had volunteered in the past and anyone is welcome.

Non-Compliant Conditional Use Permit Update

Richter reviewed the file summaries (see attached) and updated the commission regarding the non-compliant conditional use permits for the following properties:

- 300 Zephyr Avenue
- 411 Nelson Blvd.
- 601 Nelson Blvd.

Richter stated that the City's intent is to clean up each property and bring them into compliance with the conditions that were approved. Richter informed the commission that two of the properties have been working with the city regarding compliance. The other property owner is out of town until spring. Staff

recommended that the public hearings be tabled until April in order to give each business time to bring their properties into compliance.

Motion by Stanley, seconded by Hackenmiller, to table the non-compliant conditional use permit public hearings and have staff give an update to the commission regarding the above listed properties at the April planning and zoning meeting. Carried 4-0

Adjournment

Motion by Stanley, seconded by Hackenmiller to adjourn at 7:25 pm
Carried 4-0.

Author: Kristine M. Richter
City of Montrose

Barbara C. Thwing-Swanson
Administrator/Clerk/Treasurer