

City of Columbus
Regular Planning Commission Meeting
February 6, 2019

The February 6th, 2018 regular meeting of the Planning Commission for the City of Columbus was called to order at 7:16 p.m. by Mayor Jessie Preiner at the City Hall. Present were Commission members Pam Wolowski, Ron Hanegraaf, and Jody Krebs; City Administrator Elizabeth Mursko; and Recording Secretary Rochelle Busch, Interim City Planner Merritt Clapp-Smith.

Also, in attendance were City Council members Janet Heglund and Shelly Logren; Bill Krebs, Jim Watson and Barb Bobick.

AGENDA APPROVAL – PLANNING COMMISSION

Motion by Krebs to approve the Agenda as presented. Second by Watson. Motion carried.

PUBLIC HEARING MINUTES – 14744 HORNSBY ST. NE, VARIANCE (PC 18-127) ON 12.19.18

Motion by Krebs to approve the Public Hearing minutes 14744 Hornsby St. NE, as written. Second by Watson. Votes as follows: Wolowski – Aye, Krebs – Aye, Hanegraaf – Abstain. Motion Carried

PLANNING COMMISSION MEETING MINUTES OF 12.19.18

Motion by Krebs to approve the minutes of the December 19th, 2018 regular Planning Commission meeting as written. Second by Watson. Votes as follows: Wolowski – Aye, Krebs – Aye, Hanegraaf – Abstain. Motion Carried

ORGANIZATIONAL DISCUSSION

Mursko introduced the City Staff and the Planning Commission Members, Jody Krebs, Ron Hanegraaf and Pam Wolowski. She also introduced the interim City Planner, Merritt Clapp-Smith.

Nominations for Planning Commission Chairperson and Vice Chairperson

Mursko stated there are currently two vacancies on the board. Previous Planning Commission Chairperson, Garth Sternberg, resigned. It was accepted by City Council at the January 23rd, 2019 meeting. The Planning Commission must appoint a Chairperson, as well as choose whether to have one member take on role as Vice Chairperson or adopt the rotating Vice Chairperson method. Rotating Vice Chairperson would mean, each member would be assigned specific months. If the Chairperson is absent at a meeting the rotating member would step in as Chair. All members agree to rotating Vice Chair.

Nominations for Chairperson:
Jody Krebs- self nominated.

Ron Hanegraaf- nominated by Pam Wolowski.

Motion made by Krebs for nomination of self for Chair. No second, motion failed.

Motion made by Wolowski for nomination of Ron Hanegraaf for Chair. Second by Hanegraaf. Motion carried unanimously. Hanegraaf sitting as Chairperson, will be seen in front of council on 02.13.19.

Motion made by Krebs for Rotating Chair. Second by Wolowski. Motion carried unanimously.

PRESENTATION- INTRODUCTION ADDRESS FROM MAYOR TO PLANNING COMMISSION MEMBERS

Mayor thanked Planning Commission Members for their time and service. He stated the main mission of the Planning Commission is to discuss ordinances, understand ordinances, and discuss projects and situations that come before the Planning Commission. At that point, it will be passed to the City Council, with recommendation to help Council members make the best decision for Columbus. He also touched on the Bylaws and Rules of Procedure for the Planning Commission. He thanked the members again for the commitment and time they have made for the upcoming year.

METROPOLITAN COUNCIL INCOMPLETE LETTER

2040 Comp Plan was submitted to Metropolitan Council and sent back to the City with an “Incomplete Letter”. Haila Maze, from Bolton and Menk, stated the issues in the letter should be able to be completed within one or two meetings with the Planning Commission and City Council. Krebs stated it appears Met Council was being more stringent in what they are looking for and are requesting more detail in the answers supplied by the City. Mursko agreed. Wolowski asked if there is a deadline in which we need to resubmit. There is no formal time line to when these items must be addressed and resubmitted. Some of the items listed were policy issues. Maze will isolate the more technical items to bring up at the future meetings.

IUP WORKSHEET FOR RESIDENTIAL ZONE BUSINESS

Clapp-Smith reviewed the Checklist that was drafted in the IUP application process. The item numbers are listed as questions to make it more intuitive for residents on if they may qualify for the IUP. It also states what the review process is, the application fee and that it will be seen in front of the Planning Commission and City Council. Commission Members will attempt to use this worksheet while reviewing applications for the next meeting. Members are asked to come back with any alterations to the worksheet. Wolowski asked if all the pages stating the Code will be included in the IUP worksheets. Clapp-Smith stated it could go either way. Some applicants will want to know the details; however, some may think it’s too much.

CITY ADMINISTRATOR'S REPORT

Government training service opportunities are available for Planning Commission Members. If a member request to go, it will go in front of council for approval.

Army Corp of Engineers have jurisdiction over certain wetlands on the federal level. In our area, we would refer the resident to the Army Corp of Engineers to receive guidance on if a permit was necessary. Army Corp of Engineers are now developing a map to help determine when a permit is necessary.

PLANNING COMMISSION MEMBERS' REPORT

Krebs would like to use meetings when there are no applications as workshops. Wolowski stated she would second that suggestion. The Commission Members agreed, that they would like to go over items that are coming up at those meetings.

Wolowski verified that the City Council Workshops will be the first Wednesday of each month.

ATTENDANCE - NEXT CC MEETING

Wolowski is scheduled to attend the City Council meeting on February 13th, 2019.

Motion by Wolowski to adjourn. Second by Krebs. Motion carried.
Meeting adjourned at 8:10 p.m.

Respectfully Submitted:

Rochelle Busch, Recording Secretary