

**EMILY PLANNING COMMISSION/BOARD OF ADJUSTMENT
REGULAR MEETING
September 2, 2025**

1. CALL TO ORDER

The meeting was called to order by Commissioner Rheaume at 6:00 pm.

2. Pledge of Allegiance was recited.

3. ROLL CALL

PRESENT: Pat Rheaume, Mark Mosman, Lynn Bartel, Brent Nolby,
Dave Johnson, and Faye Hughes

Council: Greg Koch (Liaison) Gary Hanson

Staff: Steve Jones, Zoning Administrator (Sourcewell), Sue Fahrendorff, Zoning Clerk

Sourcewell: Jeremy Doyle

4. ADDITIONS OR DELETIONS TO AGENDA

None

**MOTION BY COMMISSIONER BARTEL TO APPROVE AGENDA AS PRESENTED.
SECONDED BY COMMISSIONER JOHNSON. ALL VOTED IN FAVOR. MOTION
CARRIED 5-0.**

5. OPEN FORUM

None

6. APPROVAL OF MINUTES

- a. August 5, 2025 Regular Meeting Minutes.

**MOTION BY COMMISSIONER JOHNSON TO APPROVE MINUTES AS
PRESENTED. SECONDED BY COMMISSIONER MOSMAN. ALL VOTED IN FAVOR.
MOTION CARRIED 5-0.**

7. LAND USE ORDINANCE SUBCOMMITTEE MEETING UPDATE

- The Land Use Ordinance Subcommittee discussed Communication Tower Ordinance. The committee requested minor changes to the draft for review with a recommendation the Planning Commission call for a Hearing at the October 2025 meeting.
- The Subcommittee will be discussing storage containers as residences at their meeting in October.

8. NEW BUSINESS

- a. November Planning Commission meeting date change due to School Board Special Election for Monday, November 3rd, 2025.

MINUTES

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MOTION BY COMMISSIONER RHEAUME TO CHANGE MEETING DATE TO MONDAY NOVEMBER 3RD, 2025. SECONDED BY COMMISSIONER BARTEL. ALL VOTED IN FAVOR. MOTION CARRIED 5-0.

- b. Called for Public Hearing at the October 2025 Planning Commission Meeting upon recommendation of Land Use Ordinance Subcommittee for New Ordinance No. 152.090 Communication Towers.

Discussion regarding shoreland impact zone, height restrictions in the shoreland impact zone, and if a Conditional Use Permit was required for all permit applications.

MOTION BY COMMISSIONER JOHNSON TO CALL FOR PUBLIC HEARING FOR ORDINANCE NO. 152.090 COMMUNICATION TOWERS AT THE OCTOBER 7, 2025 PLANNING COMMISSION MEETING. SECONDED BY COMMISSIONER BARTEL. ALL VOTED IN FAVOR. MOTION CARRIED 5-0.

- c. Wesleyan Church Outdoor Market Permit exception for September 20, 2025.

Discussion regarding the Outdoor Market permit exception to allow flea market and homemade craft items for the Saturday September 20th market. Concerns were brought up regarding what types of vendor products would be sold at the market and to avoid it becoming a flea market/craft fair event. The original intent of the Outdoor Market was for it to be more of a Farmer's Market of produce, flowers, and Cottage Food items.

MOTION BY COMMISSIONER MOSMAN TO ALLOW A ONE TIME EXCEPTION TO THE WESLEYAN CHURCH OUTDOOR MARKET PERMIT FOR SEPTEMBER 20, 2025 ALLOWING CRAFT AND FLEA MARKET ITEMS. SECONDED BY COMMISSIONER HUGHES. COMMISSIONERS BARTEL, RHEAUME, HUGHES, AND MOSMAN VOTED IN FAVOR. COMMISSIONER JOHNSON VOTED AGAINST. MOTION CARRIED 4-1.

9. OLD BUSINESS

None

10. P & Z ADMINISTRATOR'S REPORT

- Jones stated staff did a visual site inspection and drafted a letter to the property owner regarding a cannabis plant in a window of a home that was visible by the road, which is against State law.
- Jones stated staff assisted with a complaint regarding driveway erosion at a new construction site. Letter was sent to property owner.
- Follow-up on a property that had an expired permit with two extensions. Letter sent to property owner.
- Discussion regarding lighting at the Holiday Station store. Jones stated that would be more of nuisance concern rather than a zoning issue.

MINUTES

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96 **11. ADJOURNMENT**

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98 **MOTION BY COMMISSIONER JOHNSON TO ADJOURN THE MEETING.**
99 **SECONDED BY COMMISSIONER HUGHES. ALL VOTED IN FAVOR. MOTION**
100 **CARRIED 5-0**

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102 The meeting adjourned at 6:28 pm.

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104 Respectfully submitted,

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109 Sue Fahrendorff,
110 Zoning Clerk