

1 **MINUTES**  
2 **EMILY PLANNING COMMISSION/BOARD OF ADJUSTMENT**  
3 **REGULAR MEETING**

4  
5 **March 6, 2024**

6  
7 **1. CALL TO ORDER**

8 The meeting was called to order by Commissioner Johnson at 6:00 pm.  
9

10 **2. Pledge of allegiance was recited.**

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12 **3. ROLL CALL**

13 PRESENT: Dave Johnson, Chairman, Lynn Bartel, Denise Vukelich, Patrick Rheaume, Mark  
14 Mosman, and Faye Hughes

15 Council: Greg Koch (Liaison)

16 Staff: Brittney Cotner, Zoning Administrator (Sourcewell) and Sue Fahrendorff, Zoning Clerk  
17

18 **4. ADDITIONS OR DELETIONS TO AGENDA**

19  
20 None

21  
22 **MOTION MADE BY COMMISSIONER VUKELICH TO ADOPT THE AGENDA AS**  
23 **PRESENTED. SECONDED BY COMMISSIONER RHEAUME. ALL VOTED IN**  
24 **FAVOR. MOTION CARRIED 5-0**  
25

26 **5. PUBLIC HEARINGS**

27  
28 None

29  
30 **6. OPEN FORUM**

31  
32 None

33  
34 **7. APPROVAL OF MINUTES**

35  
36 a. February 6, 2024 Regular Meeting minutes.  
37

38 **MOTION BY COMMISSIONER RHEAUME TO APPROVE FEBRUARY 6, 2024**  
39 **REGULAR MEETING MINUTES AS PRESENTED. SECONDED BY COMMISSION**  
40 **MOSMAN. ALL VOTED IN FAVOR. MOTION CARRIED 5-0.**  
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49 **NEW BUSINESS**

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51 b. Outdoor Market Permit

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53 Cotner provided a brief description of the Outdoor Market Permit application. She  
54 stated the permit application is similar to the last 2 applications with no new  
55 proposed changes from the previous applications. Cotner stated she has not received  
56 any complaints, concerns, or issues to address from the previous Outdoor Markets.  
57

58  
59 **MOTION BY COMMISSIONER BARTEL TO APPROVE OUTDOOR MARKET**  
60 **PERMIT AS PRESENTED BY THE EMILY WESLEYAN CHURCH. SECONDED BY**  
61 **COMMISSIONER RHEAUME. ALL VOTED IN FAVOR. MOTION CARRIED 5-0.**  
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64 **8. OLD BUSINESS**

65  
66 None

67  
68 **9. LAND USE ORDINANCE SUBCOMMITTEE MEETING UPDATE**

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70 Cotner provided an update on the Land Use Ordinance Subcommittee meeting. The  
71 subcommittee will be bringing to the Planning Commission at the next meeting will be a  
72 modification to the HMU headline statement to keep in line with the Matrix update. A few other  
73 topics the subcommittee will be addressing in the upcoming subcommittee meetings will be  
74 animal husbandry, modification to Metes and Bounds Applications & Lot Line Adjustments and  
75 nuisance ordinances.  
76

77 **10. P & Z ADMINISTRATOR'S REPORT**


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79 Cotner stated there has been an increase in calls, but not as many permit application. At this  
80 time, she does not anticipate the need for an April Planning Commission meeting due to lack of  
81 business.  
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83 **11. ADJOURNMENT**

84  
85 **MOTION BY COMMISSIONER RHEAUME TO ADJOURN THE MEETING,**  
86 **SECONDED BY COMMISSIONER VUKELICH . ALL VOTED IN FAVOR 5-0.**  
87 **MOTION CARRIED**  
88

89 The meeting adjourned at 6:13 pm.

90  
91 Respectfully submitted,

92  
93   
94  
95 Sue Fahrendorff,  
96 Zoning Clerk