

1 **MINUTES**
 2 **EMILY PLANNING COMMISSION/BOARD OF ADJUSTMENT**
 3 **REGULAR MEETING**
 4 **August 6, 2024**

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 6 **1. CALL TO ORDER**

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

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 9 **2. Pledge of Allegiance was recited.**

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 11 **3. ROLL CALL**

12
 13 PRESENT: Dave Johnson, Chairman, Pat Rheaume, Lynn Bartel, Denise Vukelich, Mark
 14 Mosman, and Faye Hughes.

15 Council: Greg Koch (Liaison)

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

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

19 None

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

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 25 **5. OPEN FORUM**

26 None

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 28 **6. PUBLIC HEARINGS**

29 None

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 31 **7. APPROVAL OF MINUTES**

- 32
 33 a. July 2, 2024 Regular Meeting Minutes.

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 35 **MOTION BY COMMISSIONER VUKELICH TO APPROVE JULY 2, 2024 MINUTES**
 36 **AS PRESENTED. SECONDED BY COMMISSIONER BARTEL. ALL VOTED IN**
 37 **FAVOR. MOTION CARRIED 5-0.**

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 39 **8. NEW BUSINESS**

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 41 a. Consideration of proposed city land acquisition compatibility with Comp Plan.

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 43 Jones provided a brief background. The city was contacted by a property owner regarding
 44 possible interest from the city in purchasing two lots (PID 21340552 & 21340553). The
 45 majority of the surrounding lots are currently owned by the city. Jones stated the city has
 46 not acted on this request and any acquisitions made by the city will need to be reviewed by
 47 the Planning Commission for compatibility with the Comp Plan. Jones stated he believes
 48 this acquisition would be compatible with the Comp Plan.

MOTION MADE BY COMMISSIONER RHEAUME THAT THE PLANNING COMMISSION FINDS THE PROPOSED LOT ACQUISITION IS IN ALIGNMENT WITH THE CITY COMPREHENSIVE PLAN AND RECOMMENDS THE ACQUISITION MOVE FORWARD TO THE CITY COUNCIL FOR FURTHER ACTION. SECONDED BY COMMISSIONER VUKELICH. ALL VOTED IN FAVOR 5-0. MOTION CARRIED.

b. City ROW-Fire Lane Access to Wood Lake.

Fahrendorff provided a brief background. The city was contacted by Matt Anderson regarding the city owned ROW north of his property off of Wood Lake Blvd. Mr. Anderson is interested in purchasing this property from the city. Currently the parcel of land is owned by the city as a fire lane for access to Wood Lake. Per the Fire Chief, this land is a valuable asset for the city and selling this property would prevent access to the lake in case of fire. The fire department has plans to mow the property and install a dry hydrant for water access. The Comp Plan does not address ROW/ fire lanes.

MOTION MADE BY COMMISSIONER VUKELICH TO FORWARD LAND PURCHASE REQUEST REGARDING ROAD RIGHT OF WAY-FIRE LANE ACCESS ON WOOD LAKE TO CITY COUNCIL WITH RECOMMENDATION IT DOES NOT IMPACT COMP PLAN. SECONDED BY COMMISSIONER BARTEL. ALL VOTED IN FAVOR 5-0. MOTION CARRIED.

9. OLD BUSINESS

None

10. LAND USE ORDINANCE SUBCOMMITTEE MEETING UPDATE

Commissioner Johnson stated the subcommittee’s main focus at this time, is to work on a cannabis ordinance with the intention of bringing an ordinance to the Planning Commission for discussion at the September 2024 meeting.

11. P & Z ADMINISTRATOR’S REPORT

Jones stated that everything has been running smoothly since he started. He has made several site visits to properties to review permit applications, site plans, and discuss possible building locations, etc.

12. ADJOURNMENT

MOTION BY COMMISSIONER BARTEL TO ADJOURN THE MEETING, SECONDED BY COMMISSIONER VUKULICH. ALL VOTED IN FAVOR 5-0. MOTION CARRIED

The meeting adjourned at 6:24 pm.

Respectfully submitted,



Sue Fahrendorff,
Zoning Clerk