

1 **MINUTES**

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

4 **April 4, 2023**

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1. CALL TO ORDER

The meeting was called to order by Commissioner Johnson at 6:00 pm.
Pledge of allegiance was recited.

2. ROLL CALL

PRESENT: Dave Johnson (Vice Chairperson), Bill Spiess, Patrick Rheaume and Lynn Bartel.
NOT PRESENT: Denise Vukelich
Council: Greg Koch (Liaison) Mayor Tracy Jones
Staff: Brittney Cotner, Zoning Administrator (Sourcewell) via Zoom and Sue Fahrendorff,
Planning & Zoning Clerk

3. ELECTION OF VICE-CHAIRPERSON

MOTION BY COMMISSIONER BARTEL TO NOMINATE COMMISSIONER SPIESS AS VICE-CHAIRPERSON, SECONDED BY COMMISSIONER RHEAUME. COMMISSIONER JOHNSON ASKED FOR OTHER NOMINATIONS-NONE. VOTE CALLED FOR COMMISSIONER SPIESS TO BE NOMINATED AS VICE-CHAIRPERSON. ALL VOTED IN FAVOR 4-0. MOTION CARRIED.

4. ADDITIONS OR DELETIONS TO AGENDA

None

5. OPEN FORUM

None

6. PUBLIC HEARINGS

None

7. APPROVAL OF MINUTES

a. February 7, 2023, regular meeting

MOTION BY COMMISSIONER SPIESS TO APPROVE MINUTES AS PRESENTED. SECONDED BY COMMISSIONER BARTEL. ALL VOTED IN FAVOR 4-0. MOTION CARRIED.

8. NEW BUSINESS

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- a. Permit application 23-10 for an Outdoor Market on the subject property 40141 State Highway 6 (PID 21270656). Owner: Iowa Minnesota District of the Wesleyan Church Applicant: Kris Balvin

Fahrendorff stated the Emily Wesleyan Church submitted an Outdoor Market permit application for the upcoming year (2023). The permit submitted was similar to the permit approved last year (2022). Per the Outdoor Market permit requirements, all permit applications must have Planning Commission approval.

The Planning Commission discussed last year’s Outdoor Market permit and the approval process . Several Planning Commissioners stated they received positive feedback regarding the church’s Outdoor Market from 2022.

MOTION BY COMMISSIONER SPIESS TO APPROVE OUTDOOR MARKET PERMIT NUMBER 23-10 FOR CALENDAR YEAR OF 2023; SECONDED BY COMMISSION RHEAUME. ALL VOTED IN FAVOR 4-0. MOTION CARRIED.

9. OLD BUSINESS

None

10. P & Z ADMINISTRATOR’S REPORT

Cotner stated there has been a slight increase in permit activity and she anticipates as the weather warms up and snow melts, there will be more activity in the coming weeks. There have been 12 permit applications since the beginning of the year.

11. ADJOURNMENT

MOTION BY COMMISSIONER RHEAUME, SECONDED BY COMMISSIONER BARTEL TO ADJOURN THE MEETING. ALL VOTED IN FAVOR 4-0. MOTION CARRIED

Meeting adjourned at 6:10 pm.

Respectfully submitted,

Sue Fahrendorff,
Planning & Zoning Clerk