

**Minutes for a Special Meeting
Of the Winthrop Planning Commission
Monday, March 21st, 2016**

A Regular meeting of the Winthrop Planning Commission was called to order at 5:00 pm on Monday, March 21st, 2016, in the City Council Chambers in City Hall for the purposes of conducting the business of the city.

- I. CALL TO ORDER** The meeting was called to order at 5:00 pm by Chairman Froehlich.

ROLL CALL Commission members Ryan Froehlich, Bob Rickheim, Peter Schuckert, Rodney Fischer and Duane Piere were present. Absent: None. City Staff present: Administrator Jenny Hazelton and City Clerk Barb Ahlbrecht. Audience Members present: Norm and Gayle Grams and Dave Trebelhorn.

II. PUBLIC HEARING

- a. Commissioner Froehlich opened the public hearing at 5:00 pm. He then requested anyone who wished to speak on proposed Conditional Use Permit, to come forward. No one spoke. Motion Rickheim, second Schuckert to close the public hearing. Passed voice vote. Hearing was closed at 5:01pm.

III. APPROVAL OF MINUTES

Motion Schuckert, second Piere to approve the February 22nd, 2016 minutes. Passed voice vote.

IV. NEW BUSINESS

- a. **Norm & Gayle Grams Conditional Use Approval.** Commissioners discussed the use of the beauty shop in the building purchased by Norm & Gayle Grams. Motion Rickheim, second Schuckert to recommend approval of the conditional use permit to the council. Passed voice vote.
- b. **Review of Solar Ordinance.** Planning Commission reviewed a model solar ordinance for recommendation to council. The model ordinance was provided by the Minnesota Municipal Power Agency. Commission made recommendations on height, setbacks, clearance, and coverage. They also reviewed compliance with the state building, electric and plumbing codes. Commission approved a draft ordinance. Motion Rickheim, second Piere to recommend the draft ordinance to council for approval. Passed voice vote.
- c. **Winthrop Opportunities Re-Zoning Request.** Dave Trebelhorn was at the meeting to update the commission on a potential building on a piece of property Winthrop Opportunities owns on Western Avenue.

There is a business looking to move into the building but currently the land is zoned R1 Single Family Residential. They would like to have it zoned C2 Highway Commercial which is the same as the property directly across the street. Hazelton explained the timeline required to publish and notify neighbors in order to have it on the agenda for the April 18th meeting.

V. UNFINISHED BUSINESS

None

VI. SCHEDULE NEXT PLANNING COMMISSION MEETING

The next regular Planning Commission meeting is scheduled for Monday, April 18th, 2016, at 5 o'clock pm, in the City Council Chambers.

Motion Schuckert, second Rickheim to adjourn. Passed voice vote. Meeting adjourned at 5:13 pm.

Chairman Froehlich

ATTEST:

City Administrator