

**JOINT PLANNING BOARD  
CITY HALL CONFERENCE ROOM  
NOVEMBER 16, 2016  
11:00 A.M.**

**AGENDA**

- I. CALL TO ORDER
- II. CONSENT AGENDA
  - A. Minutes (page 1)
- III. NEW BUSINESS
  - A. Appointment of At Large Member (page 3)
  - B. Election of Officers (page 4)
  - C. Meeting Schedule (page 5)
  - D. SKINZ – 60 x 60 storage building
- IV. OLD BUSINESS
- V. INFORMATIONAL
- VI. ADJOURN

**\*\*\*Please contact Renee Eckerly at 320-243-3714 ext. 227 or  
at [renee@paynesvillemn.com](mailto:renee@paynesvillemn.com) if you can't attend the meeting.\*\*\***

**Members: Township - Don Wiese, Don Pietsch, City – Jeff Thompson, Renee Eckerly, At Large Member – Gerry Mehr**

This agenda has been prepared to provide information regarding an upcoming meeting of the Joint Planning Board. This document does not claim to be complete and is subject to change.

**BARRIER FREE:** All Joint Planning Board meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** Joint Planning Board

Committee/Council Meeting Date: November 16, 2016

Agenda Section: Consent

Originating Department:

Item Number: II - A

**ITEM DESCRIPTION:** Minutes

Prepared by: Staff

**COMMENTS:**

Please review the minutes from the October 30, 2015 Joint Planning Board meeting.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve the minutes from the October 30, 2015 Joint Planning Board meeting.

**MINUTES  
JOINT PLANNING BOARD**

**OCTOBER 30, 2015**

Chairperson Don Pietsch called the Joint Planning Board meeting to order at 8:00 a.m. Members present were Jeff Thompson, Don Wiese, Gerry Mehr, and Renee Eckerly, City Administrator.

**Motion was made by Mehr to approve the minutes from the February 9, 2015 and June 5, 2015 Joint Planning Board meetings. Seconded by Wiese and unanimously carried.**

**FINAL PLAT – J DAHL ACRES – JACK DAHL**

The Final Plat was reviewed and the buffer zone is described in the Subdivision Agreement for Jack Dahl Acres. In the Agreement the terms are a 75 foot buffer to the South and to the East; which will buffer the residential district. There is no ingress or egress of traffic from the South or East; access will be off of Hwy. 55. There is also an easement for Mr. Bennett's property. The buffer zone will not appear on the plat as it is outlined in the Subdivision Agreement. The County has reviewed the plat. The Plat was approved by the Paynesville Township Board on October 26, 2015; pending approval by the Joint Planning Board. Larger storage units for rental is the plan for the property; possible storage rental.

**Motion was made by Mehr to approve the J Dahl Acres Final Plat with the Subdivision Agreement in place. Seconded by Thompson and unanimously carried.**

**RE-NAMING HIGHWAY**

There was some discussion on the re-naming of Hwy. 23 in honor of the Medal of Honor recipient, Ken Olson. Thompson updated the Board on their request. The City can only rename the sections in the City limits and the Thompson property (in the Township) separates the City sections.

There being no further business, the meeting was adjourned at 8:20 a.m.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** Joint Planning Board

Committee/Council Meeting Date: November 16, 2016

Agenda Section: New Business

Originating Department:

Item Number: III - A

**ITEM DESCRIPTION:** At Large Member Appointment

Prepared by: Staff

**COMMENTS:**

Gerry Mehr was appointed last year to serve in the At Large position of the Board. This position is appointed on an annual basis by the Board.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to appoint \_\_\_\_\_ to the At Large position of the Joint Planning Board.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** Joint Planning Board

Committee/Council Meeting Date: November 16, 2016

Agenda Section: New Business

Originating Department:

Item Number: III - B

**ITEM DESCRIPTION:** Election of Officers

Prepared by: Staff

**COMMENTS:**

Nominations for Chairperson.  
Nominations for Vice Chairperson.  
Nominations for Secretary.

**ADMINISTRATOR COMMENTS:**

Current officers:  
Chair – Don Pietsch  
Vice Chair – Jeff Thompson  
Secretary – Renee Eckerly

**COMMITTEE/COUNCIL ACTION:**

Motion to elect \_\_\_\_\_ as Chairperson.  
Motion to elect \_\_\_\_\_ as Vice Chairperson.  
Motion to elect \_\_\_\_\_ as Secretary.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME: Joint Planning Board**

Committee/Council Meeting Date: November 16, 2016

Agenda Section: New Business

Originating Department:

Item Number: III - C

**ITEM DESCRIPTION: Meeting Schedule**

Prepared by: Staff

**COMMENTS:**

Each year every Board sets their annual meeting schedule. Currently the Board meets on an as needed basis.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to set the Joint Planning Board meetings for \_\_\_\_\_.