

**MINUTES
SPECIAL JOINT PLANNING BOARD**

APRIL 29, 2020

The Joint Planning Board meeting was called to order by Chairperson, Shawn Reinke at 6:00 p.m. Members present were Ron Mergen, Acting City Administrator; Steve Lehmkuhl, Gerry Mehr, Shawn Reinke and Butch Mueller. Also present was Jennifer Welling, Administrative Assistant/Zoning Administrator.

Motion was made by Mehr to approve the minutes from the November 7, 2019 Joint Planning Board meeting. Seconded by Mueller and unanimously carried.

AT LARGE MEMBER APPOINTMENT

Motion was made by Mergen to appoint Gerry Mehr to the At Large position of the Joint Planning Board. Seconded by Reinke and unanimously carried.

ELECTION OF OFFICERS

Motion was made by Lehmkuhl to elect Reinke as Chairperson, Mueller as Vice Chairperson, and the City Administrator as Secretary. Seconded by Mehr and unanimously carried.

MEETING SCHEDULE

Motion was made by Mehr to meet on an as needed basis. Seconded by Mueller and unanimously carried.

STORAGE SHED FACILITY SITE PLAN

MKI Enterprise has applied for a Construction Site Permit to construct a 40' x 200' storage shed facility. The Board needs to determine if it meets the proper zoning regulations. Welling noting that according to the Urban Expansion zoning district this type of business will need a conditional use permit or be rezoned. At this time, it was not clear what MKI has applied for. There was a lengthy discussion on the process including a checklist and proper forms to be utilized. Mueller noted he would follow up with Mike Jensen on this.

Motion was made by Reinke to deny the MKI Construction Site Permit application, have MKI apply for a Conditional Use Permit or Re-Zoning for the property and to waive the Construction Site Permit application fee at the time one is applied for again (after the CUP or Re-Zoning). Seconded by Mueller and unanimously carried.

SITE PERMIT FEES, APPLICATIONS & ROAD CLASSIFICATIONS

These items were tabled. Lehmkuhl and Mueller will work with Mike Jensen on obtaining permit fees, schedules, permit application forms, a checklist or report form and road classifications.

60 DAY RULE

Welling reiterated the rule stating that if the Board does not follow the 60-day rule the applications are automatically approved. The 60 days start upon receipt of a completed application and the necessary fee paid.

STATUS OF ORDINANCE AMENDMENT

Paynesville Township is working on this item.

STATUS OF KERN VARIANCE

It was reported that back in November the Board tabled the variance determination and Kern's agreed to wait; however, due to the 60-day rule not being met Kern's moved the shed back onto the property.

There being no further business, the meeting was adjourned at 6:43 p.m.