

Planning Commission Orientation Meeting

Monday, March 13, 2023, 6:00pm

Minutes

**Commission Members Present: Chair Markert, Member Olson, Tande, Wolf, Casey
Others Elected Officials Present: Mayor Kostik; Council Member Saterbak
Others Present: Interim City Administrator McNeill; Finance Director Hill, City Attorney
Ruppe; Planner Nash.**

Convene:

The Orientation Meeting was convened at 6 :00 PM by Chair Markert. He confirmed that each of the Planning Commissioners had received their packets of information for the evening. He said that the purpose of the evening was to provide orientation for newly appointed commissioners, and a refresher for veteran commissioners, about issues of importance for planning in the City of Credit River.

City Attorney Ruppe opened the discussion by describing the need for a Comprehensive Plan. Once a Comp Plan is adopted by a city, the city must then adopt a land use plan and attendant policies. That is followed by consideration and adoption of a zoning and subdivision ordinance.

He said that cities operate under a different set of laws than does a township.

Markert asked how much flexibility individual cities have, as opposed to what the Metropolitan Council mandates? Both Ruppe and Nash responded that there is some flexibility, but the City's Comp Plan must conform with the Met Council's regional plan. For example, Credit River couldn't adopt a density of less than three housing units per acre, but it could change densities within areas of the city as long as the average meets that three unit minimum.

Attorney Ruppe said that at some time the City will likely have to change its Land Use map, along with the Zoning map. The City will need to plan for its own water distribution system. At some point in the future, the City will be able to start collecting water connection fees to help fund the system.

Ruppe spoke about pitfalls of which Planning Commissioners and elected officials must be aware, including:

- Conflicts of Interest
- The "60 Day Rule" time constraint for consideration of applications
- Open Meetings Laws, and penalties for violations
- Handling disruptive individuals at public meetings
- Procedural Due Process, including public hearings, and the reasons for a denial of submitted applications.

City Planner Nash then reviewed Subdivision and Zoning Ordinances; Preliminary and Final Plats; Variances; Conditional Use Permits, Interim Use Permits, and steps to be followed in the processing of applications.

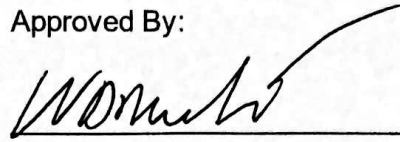
Adjourn

At the conclusion of the presentations, Chair Markert adjourned the meeting at 7:55 PM.

Minutes Taken By:

Mark McNeill
Interim City Administrator

Approved By:



William D. Markert, Chair
Planning Commission, Credit River