

**City of Menahga
Planning Commission Minutes
Thursday, January 4, 2024**

A. Call to Order

The Menahga Planning and Zoning Commission held its' Regular Monthly Meeting on Thursday, January 4, 2024. Planning Commission Chair Larry Murphy called the meeting to order at 7:00 pm.

B. Roll Call

Comprising a quorum of the Planning Commission, the following members were present: Larry Murphy, Michael Netland, and Brian Madsen. Absent: Connie Steiner. Also, present was Designated Temporary Ex-Officio Member Elizabeth Olson in the absence of Interim City Clerk/Treasurer Jensine Kurtti and, Zoning Administrator Jake Huebsch from Sourcewell.

C. Pledge of Allegiance

D. Approval of the Agenda - Add under G. New Business - 4. Set Annual Meeting Date and Time; 5. Annual Election of Officers; 6. Zoning Map Update; 7. Discussion on Smoking in Public (Cannabis).

Main Motion: To approve the Agenda as Amended.

Moved by:	Madsen
Seconded by:	Netland
Action:	Motion carried by a unanimous voice vote
In favor:	Murphy, Madsen, Netland
Opposed:	None

E. Approval of Minutes of December 7, 2023

Main Motion: To approve December 7, 2023, Planning Commission Minutes.

Moved by:	Netland
Seconded by:	Madsen
Action:	Motion carried by a unanimous voice vote
In favor:	Murphy, Madsen, Netland
Opposed:	None

F. Public Hearing - Schaefer Rezoning

Chair Murphy opened the Public Hearing at 7:14 p.m. Zoning Administrator Huebsch

presented the information regarding the Schaefer Rezoning from Industrial Classification to R-1 on a parcel identified as #17-580-0060 located at 1024 Elm Avenue SE, Menahga, MN. Huebsch indicated that notification of the hearing's date, time and place was published in the City's official newspaper at least ten (10) days prior to the hearing. In addition, all property owners situated within 350 feet of the affected parcel received notifications by mail as required by the Zoning Ordinance. That he had not received any correspondence or e-mails regarding the rezoning.

Gladys Murphy signed up to speak during the Public Hearing. Huebsch reviewed and provided information to Ms. Murphy as it pertained to her parcel of property adjoining to the south of the affected property. Ms. Murphy reported that she had sold the lot to Michael Marjama on a Contract for Deed.

Chair Murphy asked if there were any other public comments and hearing none, he closed the Public Hearing.

The Commission members then discussed the rezoning and followed the Findings of Fact questions for the approval or denial of the application for rezoning the property from Industrial to R-1. After the discussion, the Planning Commission recommended approval of the rezone.

Main Motion: Based on the information provided and facts of the rezoning, Commission Member Michael Netland made a motion to recommend approval of the application, and submit it to the City Council for approval, with the following Findings of Facts: The requested use will be compatible with the surrounding area; The requested use does not significantly depreciate nearby properties; The establishment of the requested use does not impede the normal and orderly development and improvement of surrounding vacant property for uses predominantly to the area; There is adequate utilities, access roads, drainage and other necessary facilities being provided; The requested use is consistent with the City of Menahga Land Use Control Ordinance; And, it is not in conflict with the City of Menahga's Comprehensive Plan.

Moved by:	Netland
Seconded by:	Madsen
Action:	Motion carried by a unanimous voice vote
In favor:	Murphy, Madsen, Netland
Opposed:	None

G. New Business

1. Action/Discussion Schaefer Rezoning Request - See above.

2. YTD Permit Review - Zoning Administrator Huebsch provided the Commission with a complete list of permits issued for 2023.

3. Ordinance Change Review - Huebsch reported that a Public Hearing will need to be scheduled on Ordinance No. 90, to add back in Section 8 - Animals, of the old Ordinance.

4. Set Annual Meeting Date and Time

Main Motion: To approve the 1st Thursday at 6:00 p.m., for the Planning and Zoning Commission Meetings for 2024.

Moved by:	Madsen
Seconded by:	Netland
Action:	Motion carried by a unanimous voice vote
In favor:	Murphy, Madsen, Netland
Opposed:	None

5. Annual election of Officers

Main Motion: Motion to elect Chair Larry Murphy and Vice-Chair Brian Madsen for the 2024 Officer positions.

Moved by:	Netland
Seconded by:	Madsen
Action:	Motion carried by a unanimous voice vote
In favor:	Murphy, Madsen, Netland
Opposed:	None

6. Zoning Map Update - Huebsch presented a clean and more friendly map which can be changed immediately when a change occurs. This is a project he has been working on but has a few areas of the map that still need to be identified.

7. Discussion on Smoking in Public (Cannabis) Huebsch reported that City Consultant Betty Thomsen requested that the Planning Commission look at providing an Ordinance on smoking in public spaces. Huebsch will provide examples for the Commission to review and, will follow-up with Thomsen.

H. Old Business

1. Huebsch stated that he will continue to work on the Land use Ordinance and bring it back to the Commission with a Public Hearing to be scheduled in early Spring of 2024.

I. Adjournment

Main Motion: To adjourn at 8:31 pm

Moved by:	Netland
Seconded by:	Madsen
Action:	Motion carried by a unanimous voice vote
In favor:	Murphy, Netland, Madsen
Opposed:	None

Temp. Ex-Officio Member Ellizabeth Olson

Planning Commission Chair, Larry Murphy