



**City of Newport
Planning Commission Minutes
January 10, 2013**

1. CALL TO ORDER

Chairperson Lindoo called the meeting to order at 7:00 P.M.

2. ROLL CALL -

Commissioners present – Susan Lindoo, Dan Lund, Janice Anderson, Matt Prestegaard

Commissioners absent –Katy McElwee-Stevens,

Also present – Renee Helm, Executive Analyst; Tom Ingemann, Council Liaison; Sherri Buss, TKDA Planner

3. NOMINATION AND APPOINTMENT OF CHAIRPERSON AND VICE-CHAIRPERSON FOR 2013

Executive Analyst Helm – At the first meeting of the year, the Planning Commission has to approve a Chair and Vice-Chair. The Vice-Chair that served the previous year automatically becomes the Chair, therefore, Dan Lund is the Chairperson for 2013.

Motion by Anderson, seconded by Lund, to appoint Matt Prestegaard as the Vice-Chair for 2013. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Planning Commission Minutes of December 13, 2012

Janice Anderson – I have one thing on the first page, I'm not sure who Janice Road is.

Motion by Prestegaard, seconded by Lindoo, to approve the December 13, 2012 minutes as amended. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

4. APPOINTMENTS WITH COMMISSION

A. Resolution No. 2013-1 – Recommending Comprehensive Plan Amendment Distribution and Approval

Sherri Buss, TKDA Planner, presented on this item as outlined in the January 10, 2013 Planning Commission Packet.

Susan Lindoo – Under #24 on the application, there should be an “e” in yield.

Vice-Chair Prestegaard – Can you talk about the next steps?

Ms. Buss – This would go out to your neighboring communities and they would have 30 days to comment on it. We could make changes if anybody was not happy with it but I don't think that'll happen. It'll go back to the Council for approval and it goes through all of the committees at the Met Council before they approve it. In the meantime, we will have a public hearing in February on the new map and proposed zoning ordinance. The ordinance and new map should be in place in early March.

Vice-Chair Prestegaard – The resolution states distribution and approval. It seems like tonight is just about distribution and we should approve it in 30 days. Is that true?

Ms. Buss – Yes, if you want it to come back here before it goes to the Council, then it's just review tonight. However, if you are comfortable with the amendments tonight and don't feel the need to discuss it any further than it would be review and approval.

Vice-Chair Prestegaard – I didn't think about the timing, we wouldn't get this back until after the February meeting correct?

Ms. Buss – Yes, and it's up to you on whether or not you would like to see it again.

Chair Lund – When is the public hearing then?

Ms. Buss – February 14

Chair Lund – So we send it now and we would have it in time for the public hearing?

Ms. Buss – Yes, at a minimum, you need to approve it for distribution. If you would like it to come back here that is fine.

Chair Lund – My only concern would be with the order of the steps and doing the final approval now.

Ms. Buss – That would be fine, we can change the resolution to just distribution.

Vice-Chair Prestegaard – Sherri, do you see any risks in delaying it?

Ms. Buss – No.

Motion by Prestegaard, seconded by Anderson, to approve Resolution No. P.C. 2013-1 recommending the City Council approve the distribution of the Comprehensive Plan Amendment. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

5. COMMISSION AND STAFF REPORTS

Executive Analyst Helm – As some of you may know, Katy was recently appointed to the School Board. They meet on the same night as the Planning Commission so Katy has submitted her resignation letter effective January 4, 2013. The City Council will be discussing filling the vacancy at their January 17, 2013 meeting.

6. NEW BUSINESS

No new business

7. ANNOUNCEMENTS

A. Upcoming Meetings and Events:

- | | | |
|--------------------------------|-------------------|-----------|
| 1. City Council Meeting | January 17, 2013 | 5:30 p.m. |
| 2. City Council Meeting | February 7, 2013 | 5:30 p.m. |
| 3. Planning Commission Meeting | February 14, 2013 | 7:00 p.m. |

8. ADJOURNMENT

Motion by Anderson, seconded by Lindoo, to adjourn the Planning Commission Meeting at 7:23 P.M. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

Signed: _____

Dan Lund, Chairperson

Respectfully submitted,

Renee Helm
Executive Analyst