

WORKSHOP MEETING

Petersen-Biorn, Cihlar, Morter and Sand, Planner Scott Richards and Deputy Clerk Etzel were in attendance for the workshop to discuss zoning amendments.

The Planning Commission and staff reviewed the Planner's memo dated June 15, 2018 regarding the proposed zoning amendments to: Accessory Buildings, Outdoor Storage, Parking and Fences. Planner Richards will do some research on a few of the questions regarding parking distance, language to the detached accessory building to include no living quarters, along with a few other items. A public hearing will be scheduled in July to discuss the proposed zoning amendments.

SPECIAL MEETING**CALL TO ORDER**

Vice Chair Petersen-Biorn called the special meeting of the City of Rockford Planning and Zoning Commission to order on **June 21, 2018** at 7:00 p.m. The meeting was held in the Council Chambers of City Hall, 6031 Main Street, Rockford, MN.

ROLL CALL

Roll call was taken and the following members were present: Petersen-Biorn, Cihlar, Morter and Sand. The following members were absent: Chair Werman. Also in attendance was Planner Scott Richards and Deputy Clerk Etzel.

PUBLIC HEARING –Conditional Use Permit for 6700 Bleck Drive (Retail Sales)

Planner Richards read from the Planner's report dated June 15th explaining that the City of Rockford received an application from Shark Industries LTD. They are an automotive supplier manufacture for aftermarket parts located at 6700 Bleck Drive within the Millennium Industrial Park. The business is proposing to add import and retails sales of mopeds to their existing business. The sales component would involve distribution to customers purchasing via mail order or to sales locations in other states.

The subject site is zoned I-1 District. Section 1001.20, Subd. 5.E of the Zoning Ordinance allows retails sales within the I-1 District subject to approval of a conditional use permit. The proposed use effectively is a sales office within the businesses existing operations and warehousing of the imported mopeds. There is to be no on-site show room. The business is not proposing any modifications to their existing operations or alterations of the site or building to accommodate the proposed sales and distribution of mopeds. The subject site will continue to be in compliance with respect to setbacks, off-street parking, landscaping/screening, signs, exterior lighting, and trash storage. The parameters of the proposed use comply with the provisions of the Zoning Ordinance for approval of a conditional use permit.

The Planner's Office recommends approval of a conditional use permit allowing retail sales and distribution for Shark Industries in the form presented on the draft resolution.

Vice Chair Petersen-Biorn opened the public hearing at 7:04 p.m.

Dean Daniels, Vice President of Shark Industries located at 6700 Bleck Drive stated their revenues would increase with being allowed to have retail sales. Authorization from the City is required for their dealer's license.

Vice Chair Petersen-Biorn closed the public hearing at 7:05 p.m.

The Planning Commission had no further discussion and agreed with the Planner's recommendations.

MOTION was made Cihlar, seconded by Sand to recommend the City Council approve the Conditional Use Permit to allow retail sales at Shark Industries – 6700 Bleck Drive, legally described as Lot 1, Block 1, Rockford Millennium Park 2nd Addition with the ten conditions as listed.

MOTION CARRIED – VOTING IN FAVOR – PETERSEN-BIORN, CIHLAR, MORTER and SAND.

The recommendation from the Planning Commission will be submitted to the City Council at their June 26, 2018 regular meeting for final approval or denial.

SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

MOTION was made by Morter, seconded by Cihlar to set the agenda and accept the April 12, 2018 Regular Planning and Zoning Commission Minutes.

MOTION CARRIED – VOTING IN FAVOR – PETERSEN-BIORN, CIHLAR, MORTER and SAND.

OPEN FORUM

Vice Chair Petersen-Biorn called for open forum, no one from the public spoke.

NEW BUSINESS

Proposed Zoning Amendments

The Planning Commission and staff have discussed the proposed zoning amendments and reviewed the Planner Licht's memo dated June 15, 2018 regarding: Accessory Buildings, Outdoor Storage, Parking and Fences. A public hearing will be scheduled in July to discuss the proposed zoning amendments.

MOTION was made by Sand, seconded by Cihlar to call for a public hearing in July to amend the zoning ordinance as discussed.

MOTION CARRIED – VOTING IN FAVOR – PETERSEN-BIORN, CIHLAR, MORTER and SAND.

Staff Reports

Deputy Clerk Etzel's report included: cancellation of the June 28th meeting, staff will publish notice for the proposed zoning amendments discussed at the workshop, Developments:

Hurstwoods 4th, Boulder Ridge and the Meadows, new restaurants proposed to open this summer, June 26th the Council approved the Planned Unit Development for the pylon sign at 8900 Walnut street at their April 24th meeting, candidate filing is July 31st to August 14th for two Council members for a four year term and one Council member for a two year term, Primary Election is Tuesday, August 14th from 7am-8pm, seeking election judges, Movie in the Park is Friday July 27th at Riverside Park at dusk.

ADJOURNMENT

MOTION TO ADJOURN was made by Cihlar, seconded by Morter.

MOTION CARRIED – VOTING IN FAVOR – PETERSEN-BIORN, CIHLAR, MORTER and SAND.

Vice Chair Petersen-Biorn adjourned the meeting at 7:14 p.m.

Submitted by Audra Etzel, Deputy Clerk