

**City of Rockford, Minnesota Planning and Zoning Commission
Meeting Minutes
7:00 p.m., Thursday, May 23rd, 2024**

CALL TO ORDER

Chair Petersen-Biorn called the meeting to order at approximately 7:01 pm. The meeting was held in the Council Chambers of City Hall at 6031 Main Street, Rockford, MN.

ROLL CALL

Roll call was taken, and the following members were present: Chair Petersen-Biorn, Vice Chair Morter, and Cihlar. The following members were absent Vergin and Sand. Also in attendance was Planner Dan Licht and City Clerk/Assistant City Administrator Debbie Buoy. Tom Foster with Rockford Holdings and Jamie Thelen with Sand Companies were also in attendance.

APPROVAL OF THE AGENDA

MOTION was made by Cihlar, seconded by Morter to approve the agenda.

MOTION CARRIED Voting in favor, Petersen-Biorn, Morter, and Cihlar.

APPROVAL OF MINUTES

MOTION was made by Cihlar, seconded by Morter to approve the minutes of the Planning Commission meeting of March 28th, 2024.

MOTION CARRIED Voting in favor, Petersen-Biorn, Morter, and Cihlar.

PUBLIC HEARING

- 8904 Autumn Oaks Drive, Rockford PID# 113027007010
a. Conditional Use Permit for Outdoor Storage

Planner Licht stated that the proposed outdoor storage area complies with the requirements of the Zoning Ordinance and will be developed in a manner compatible with existing and planned uses surrounding the subject site. The Planning Commission recommends approval of an interim use permit allowing a continuation of outdoor storage upon the property subject to six conditions. Briefly, those conditions state, the site plan is developed in accordance with the application, all outdoor storage shall be within property boundaries and setback a minimum of five feet from all property lines, proposed fence shall be extended along south property line, area shall be paved, waste shall be stored per the Zoning Ordinance and all stormwater management issues shall be subject to review and approval of the City Engineer.

Chair Petersen-Biorn opened the public hearing at 7:04 pm.

The commission discussed the requirement that the fence shall be extended along the south property line. Planner Licht stated that this will provide additional screening of the outdoor storage as viewed from residential traffic on northbound Autumn Oaks Drive. The commission also discussed the area

that is not paved and currently has storage on it. Planner Licht stated that installing asphalt or concrete with curbing is one of the conditions.

Chair Petersen-Biorn closed the public hearing at 7:07 pm.

MOTION was made by Cihlar, seconded by Petersen-Biorn to approve the application with the six conditions as outlined by The Planning Company.

MOTION CARRIED Voting in favor, Petersen-Biorn, Morter, and Cihlar.

PUBLIC HEARING

Rockford Holdings, LLC, PID# 291192440003

- a. PUD Development Stage Plan for multiple family dwellings

Planner Licht presented information regarding the proposed development including the property owner will subdivide to two lots. One would be an out lot and Sands would build on the other. There are benefits to multi family versus single family in this area due to walking distance to local businesses. There are sixteen conditions recommended for approval.

Chair Petersen-Biorn opened the public hearing at 7:15 pm.

Tom Foster with Rockford Holdings stated that he did not feel a traffic study was needed as Chair Petersen-Biorn inquired about. Mr. Foster stated that the all residential proposal will not generate the traffic that, for example, a coffee shop or restaurant would. Planner Licht stated that three and four bedroom is definitely a positive and it is actually rare to see that.

Chair Petersen-Biorn closed the public hearing at 7:31 pm.

MOTION was made by Morter, seconded by Cihlar to approve the application with the sixteen conditions as outlined by The Planning Company.

MOTION CARRIED Voting in favor, Petersen-Biorn, Morter, and Cihlar.

NEW BUSINESS

None

OLD BUSINESS

None

COMMISSIONER UPDATES

None

CITY STAFF UPDATES

City Clerk/Assistant City Administrator Debbie Buoy stated the City is looking for Planning Commission Members and mentioned Movie in the Park on June 28th. Clerk Buoy also thanked Shannon Sand for her time on the Commission and stated that the City will be presenting her with a plaque.

ADJOURNMENT

MOTION was made by Cihlar, and seconded by Morter, to adjourn the meeting at 7:35 pm.

MOTION CARRIED Voting in favor, Petersen-Biorn, Morter, and Cihlar.

Typed this 31st day of May 2024

Debbie Buoy

City Clerk/Assistant City Administrator
City of Rockford Minnesota


All meetings of the Planning and Zoning Commission are video recorded and available for viewing on-line at www.cityofrockford.org. Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:



Wendy Peterson-Biorn
Chairperson

Attest:



Debbie Buoy
City Clerk/Assistant City Administrator
City of Rockford Minnesota