

City of Rockford, Minnesota Planning and Zoning Commission
Meeting Minutes

7:00 p.m., Thursday, November 9th, 2023

The Planning and Zoning Commission Meeting was called to Order by Chair Nick Morter. Commission members Wendy Peterson-Biorn and Craig Cihlar were in attendance. Commissioners Vergin and Sand was absent.

City Administrator, Anna Carlson; City Clerk/Assistant Administrator, Debbie Buoy; Council Liaison, Mike Werman; and City Planner, Dan Licht were also in attendance.

A motion was made by Cihlar, and seconded by Morter, to approve the Agenda and Minutes of the September 14th, 2023 Planning and Zoning Meeting.

Motion carried: Voting in favor; Morter, Cihlar and Peterson-Biorn.

New Business: Introduction of Anna Carlson; City Administrator and Debbie Buoy; Assistant City Administrator/City Clerk

Anna Carlson; City Administrator introduced herself to the Commission. She discussed her background and stated she looks forward to working with the Commission. Debbie Buoy; Assistant City Administrator/City Clerk stated she has a working history with the Commission and is looking forward to working with the current Commission.

No formal action was taken, as this matter was set on for discussion purposes only.

New Business: Begin discussion of current laws with legalized cannabis

City Planner, Dan Licht presented a PowerPoint presentation regarding cannabis licensing, enforcement and zoning. City Planner, Dan Licht stated that since the State does not have regulations in place there really is no need for the City to at this point. Once the State is closer to completing regulations, we will revisit this topic.

No formal action was taken, as this matter was set on for discussion purposes only.

New Business: Begin discussion regarding driveway width

City Clerk/Assistant Administrator, Debbie Buoy presented information regarding drive way width. The City has noticed that residents are looking for wider driveways. Approximately five properties had installed wider than the allowed 24' and had to cut

them down to come within compliance. This item is on for discussion to have Planning and Zoning decide if allowing wider driveways is in the interest of the City. City Clerk/Assistant Administrator, Debbie Buoy then read the concerns from Public Works; if we increase driveway width, residents have less room for piling of snow. City Planner, Dan Licht discussed from the Stantec, City Engineer, Steve Heglund's Memo; In considering changes to driveway width – consider the impact to stormwater run off. Also consider the wider a driveway is, the less available street parking. Commissioner Cihlar stated that about five properties had to cut their driveways down to become compliant and he did not want to go back on that. Chair Morter questioned what was driving this discussion. City Clerk/Assistant Administrator, Debbie Buoy stated that with the spring building season coming, staff wants a clear direction of policy for builders and home owners.

A motion was made by Wendy Peterson-Biorn and seconded by Craig Cihlar to recommend no change to the existing driveway width.

Motion carried: Voting in favor; Morter, Cihlar and Peterson-Biorn.

Members of the Staff and Commission then presented general updates regarding general happenings from around the city. Commission stated they would like to discuss annexation, speeding on Hwy 55 and walkable routes within the City at future meetings.

Motion was then made by Peterson-Biorn, and seconded by Cihlar, to adjourn the meeting.

Motion Carried: Voting in favor; Morter, Peterson-Biorn and Cihlar and the meeting was adjourned at approximately 8:11 p.m.

Typed this 20th day of November, 2023

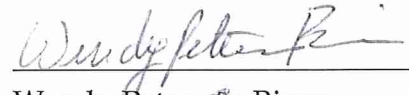
Debbie Buoy

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
Vice-Chairperson

Attest:



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