

# Planning Commission Regular Meeting Minutes

**December 17, 2013**

Chairperson William Leraas called the meeting to order at 6:00 p.m.

Roll was taken and a quorum was established.

**Present:** Chairperson William Leraas, Vice Chairperson Robert Parnell and Commissioners Marc Myrsell, Douglas Olson and Dennis Rasmussen.

**Staff Present:** Randy Lewis, City Administrator; and Barbara Nissar, Planning Commission Secretary.

William Leraas asked for a **motion** to approve the minutes for the November meeting. Robert Parnell made a **motion** to approve minutes, **seconded** by Dennis Rasmussen. **Motion** carried.

## **Old Business:**

Randy Lewis presented a handout with changes from the November meeting regarding definitions. General discussion of the definitions followed. A recommendation was made, at this time, to not approve the definitions for convalescent/rest home, professional services, personal services, onsite/offsite and kennels. It was stated that professional services should be different than personal services.

Dennis Rasmussen asked if approval is needed for food banks. Randy Lewis will check on this. The church, associated with the food bank, is disbanding. The food bank will rent the building from the church to keep running. William Leraas made the suggestion to check with the City of Montezano on how they handle their situation.

Robert Parnell made a **motion** to approve the list; **seconded** by William Leraas. Motion **carries**. Robert Parnell stated the definitions that are underlined should be moved to the approved list. This list will be forwarded for further discussion at the next meeting before they are sent to the City Council.

## **New Business:**

Randy Lewis stated Mr. & Mrs. Gary Vining have requested to vacate ten feet of the 20 foot platted alley abutting a portion of their property. He also stated City supervisors have signed off on the vacation request. Marc Myrsell asked if the City would maintain a water easement. Randy Lewis stated ~~yes~~. It would be for the potential of future expansion.

Robert Parnell stated he has no problem with the vacation as shown. He noted that on the first page of the Staff Report, there was a correction that needed to be made. Instead of 10 feet by 100 inches, it should read 10 feet by 100 feet. Randy Lewis stated he would correct the Staff Report. Robert Parnell made a **motion** to approve Resolution No. 171, for the vacation request, and Marc Myrsell **seconded** the motion. Motion **carries**.

**Correspondence:**

None

Marc Myrsell made a **motion** to adjourn, **seconded** by Douglas Olson. Meeting **adjourned** at 6:51 p.m.

Respectfully submitted,

Barbara Nissar  
Planning Commission Secretary