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# PLANNING & ZONING COMMISSION

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CITY OF WELLS, MINNESOTA

## MINUTES

### Regular Session of Planning & Zoning Commission City of Wells

The Planning & Zoning Commission of Wells, Minnesota convened in regular session on September 03, 2013 at 7:00 p.m. in the Wells City Hall, Conference Room. President Larry Majeski called the meeting to order with the following members present: Secretary Carol Aske, Vice-President Lenny Hulburt, and Commissioner Ashley Seedorf. Commissioner Steve Nowak was absent. Also present were City Administrator Robin Leslie, Deputy City Clerk Debra Redman, and City Engineer Travis Winter.

#### **AGENDA:**

The agenda for the September 3, 2013 regularly scheduled meeting was reviewed with Commissioner Aske making a motion to approve the agenda as printed. Commissioner Seedorf seconded the motion. President Majeski called for a vote with Aske and Seedorf voting yea. Motion carried.

#### **CONSENT ITEMS:**

The minutes of the August 5, 2013 regularly scheduled meeting were reviewed with Commissioner Seedorf making a motion to approve as written. Commissioner Aske seconded the motion. President Majeski called for a vote with Aske and Seedorf voting yea. Motion carried.

Commissioner Hulburt arrived.

#### **NEW BUSINESS:**

President Majeski brought the topic of grading/elevation changes to the city ordinances to the table. Discussion held. With no information to act on, the Commission moved to the next item on the agenda.

#### **OLD BUSINESS:**

President Majeski brought the topic of the Compliance Spreadsheet to the table. Discussion held. With no information to act on, the Commission moved to the next item on the agenda.

President Majeski brought the topic of the Junk Vehicle Violation Spreadsheet to the table. Discussion held. With no information to act on, the Commission moved to the next item on the agenda.

President Majeski brought the topic of “sidewalks” to the table. Travis Winter, Bolton & Menk was present to discuss a revised Sidewalk Ordinance/Assessment Policy in conjunction with street projects, Safe Routes to School, and a Sidewalk Repair Fund. Mr. Winter will put together a booklet of information guiding the Planning & Zoning Commission for the future. Commissioner Seedorf made a motion to hire Bolton & Menk for the “Sidewalk Ordinance/Assessment Policy” proposal at a cost of \$1,000 as submitted in July. Commissioner Aske seconded the motion. Discussion held. President Majeski called for a vote with Aske, Hulburt, and Seedorf voting yea. Motion carried. Also, the Planning & Zoning Commission will be making plans to hold a public planning session for their November meeting.

President Majeski brought the topic of Ordinance #239 to the table. Commissioner Hulburt made a motion to review pages 55 through 66 of the ordinance at the next meeting due to the lateness of the evening. Commissioner Aske seconded the motion. President Majeski called for a vote with Aske, Hulburt, and Seedorf voting yea. Motion carried.

**ADJOURNMENT:**

The next regularly scheduled Planning & Zoning Commission meeting was set for Monday, October 7, 2013 at 5:00 p.m. in the Wells City Hall, Conference Room. Motion made by Commissioner Seedorf to adjourn the meeting with a second from Commissioner Aske. Motion carried. Meeting adjourned at 8:00 p.m.

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Secretary Carol Aske

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Deputy City Clerk Debra Redman