

**Lanesboro Planning and Zoning Commission**  
**Regular Meeting**  
**Wednesday, December 19<sup>th</sup>, 2018 6:00 p.m.**  
**City Council Chambers**

**Present:** Jason Resseman, Gretchen Engstrom, Jason Harvey and Richard Wolfgramm

**Absent:** Sandy Solberg

**Visitors:** None

Commission Member Resseman called the Regular Planning & Zoning Meeting to order at 6:00 p.m.

- A. Agenda:** Member Harvey moved to approve the agenda with the additions of Liaisons and January Meeting to Continued business. Member Wolfgramm seconded the motion. Motion carried all in favor.
- B. Consent Agenda:** Member Resseman motioned to remove item 4. Dybing, Building Addition from the consent agenda and approve the remaining items. Motion seconded by member Engstrom. Motion carried all in favor.
  - 1. Minutes of the regular meeting, October 16<sup>th</sup>, 2018
  - 2. Schultz – Egress Window
  - 3. Driftless Goat – Grazing (Grey)
  - 4. Driftless Goat – Grazing (Smith)
  - 5. Driftless Goat – Grazing (Stettler)

Discussion was then had regarding the permit application for Dybing for a building addition. Questions arose regarding the foundation of the addition. Administrator Peterson noted that the City has not adopted the Minnesota Basic Building Code. Member Harvey motioned to approve the permit application. Member Resseman seconded the motion. Motion carried all in favor.

**Regular Business:**

- A. Comprehensive Plan:** Lanesboro Arts is currently working on two grant applications for a total of \$15,000 to fund the update process of the Comprehensive Plan. The Planning & Zoning board will be coordinating the update process.
- B. Continued Business:**
  - 1. Planning & Zoning Ordinance Update:** With the plan to update the Comprehensive Plan moving forward, Administrator Peterson noted she planned to present the updated Zoning Ordinance to the City Council in January for their review.
- C. Miscellaneous:**
  - 1. Liaisons:** Member Resseman noted that any one interested in being a liaison from the Planning & Zoning Commission to other groups in town, should first have the approval of the board. Resseman also added that ideally the minutes of the board meetings would be used to update other organizations, as well a member should also report back

to the Planning & Zoning Commission. Administrator Peterson was asked to develop a written protocol for liaisons for the next meeting.

2. **January Meeting:** Due to schedule conflicts the January meeting will be cancelled.
3. **School Meeting:** Administrator Peterson noted that staff will be meeting with the School with regards to their upcoming project yet this week.
4. **Items from Members:**
  - Administrator Peterson provided a brief update on the Dam project. As well offered the City is applying for grant funds for two possible road projects.
  - Commission members inquired to the Acentek project, it was noted the project is not due to be complete until 2019.
  - Board members are still needed for Planning & Zoning, Heritage Preservation, and Library.

**Next Meeting: Wednesday, February 20<sup>th</sup>, 2019, at 6:00 p.m.**

**Adjourn:** Member Harvey moved to adjourn at 6:36 p.m. Motion seconded by Member Engstrom. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk