

**MAHTOMEDI PLANNING COMMISSION  
MEETING MINUTES  
AUGUST 12, 2020**

Chairperson Rogosheske convened the regular Planning Commission meeting telephonically at 6:30 p.m. with the following members in attendance: Greg Maples, Dan Soler, Peter Frank and Tony Chesak. Also in attendance were City Planners Hannah Rybak and Erin Perdu, Engineer John Sachi and Office Assistant Luann Tembreull.

Absent with prior notice: Susan Stewart and Chantell Knauss.

**APPROVAL OF THE AGENDA**

Commissioner Frank moved, and Commissioner Soler seconded the motion to approve the agenda as presented. The motion was unanimously approved by roll call vote: Yea: Soler, Maples, Frank and Rogosheske Nay: None.

**APPROVAL OF THE JULY 8, 2020 REGULAR PLANNING COMMISSION MEETING MINUTES**

Commissioner Soler moved, and Commissioner Maples seconded the motion to approve the minutes of the July 8, 2020 regular Planning Commission meeting as written. The motion was unanimously approved by roll call vote: Yea: Soler, Maples, Frank and Rogosheske Nay: None.

**4a. CONSIDER APPROVAL – Request from Allen Holcomb on behalf of Holcomb Rev. Trust for a Minor Subdivision to create three (3) lots and three (3) Variances at 182 Bevins Lane and described as PID 32.030.21.24.0008**

Planner Rybak introduced the item and provided a power point presentation. She said the applicant is requesting approval for a minor subdivision creating three (3) lots and three variances at the property located at 182 Bevins Lane. The existing home is proposed to remain on Parcel B, with the proposed Parcel A and C to be developed for single-family homes.

She stated that the applicant is proposing three (3) variances for Parcel A, as it is impacted by the presence of the large wetland and its frontage on the cul-de-sac. She noted that the following variances are being requested:

- A variance of 2,214 square feet from the minimum required net area of 11,900 square feet
- A variance of 1.86 feet from the required minimum lot depth of 125 feet
- A variance of 10 feet from the required front yard setback of 30 feet

**4a. (Continued)**

In reviewing the minor subdivision, the following criteria are being met:

- No more than three (3) new lots will be created
- The lot to be divided is in a location where conditions are well defined
- The newly created property lines will not cause any resulting lot to be in violation of the Zoning Code
- The proposed division must be prepared by a registered land surveyor and must show the original lot and the proposed subdivision

The property is located within the R1-C Zoning District and the proposed minor subdivision is consistent with the City of Mahtomedi's Comprehensive Plan.

The Site and Grading Plan shows that the two lots impacted by wetlands, proposed parcels A and C, can meet the wetland buffer requirements.

In all residential subdivisions, a minimum of ten percent (10%) of the gross area subdivided shall be dedicated for a public recreation space or open space. The land dedicated for public use shall be in addition to property dedicated for streets, alleys, easements, or other public ways. The subdivider shall be required to pay a fee equal to ten percent (10%) of the fair market value of the land prior to subdivision or pay a fee equal to \$3,000 per new dwelling unit for single family residence, whichever is the lesser of the two. Therefore, the applicant is required to pay \$6,000 for Park land dedication.

The applicant has provided a tree inventory along with the application for this subdivision. Because the exact locations of the future homes have not been decided yet, tree removal and replacement will be evaluated on an individual lot basis at the time of each lot applying for a building permit.

The site is considered heavily wooded, so a replanting of one (1) tree for every three (3) removed will be required. Replanting of trees on the site should be a mix of deciduous and evergreen species and specified by ordinance.

Criteria met for approving the variance are:

- Practical difficulties as opposed to mere inconvenience.
- Conditions unique to the land.
- Difficulties are posed by the Ordinance, not the property owner.
- Granting the variance is not detrimental and it does not alter the essential character of the locality.

**4a. (Continued)**

- Variance is in keeping with the spirit and intent of the Ordinance.
- The variance will not impair adequate light and air or result in additional congestion, fire danger or harm to public safety.
- Is consistent with the Comprehensive Plan.

Engineer Sachi reviewed the plans and offered the following comments:

- The site grading will be reviewed as each house plan is submitted for a building permit, and sediment and erosion control plans will be reviewed at that time.
- Stubs for City sewer and water will be installed for each proposed lot this summer during the street and utility project that is currently underway.
- Appropriate lot line drainage and utility easements are shown on the certified survey map. These easement descriptions shall be provided to the City. The City Attorney will draft the appropriate easement document for recording.
- The applicant shall provide the City with a legal description for the ponding area on the southwestern portion of Parcel A over the existing wetland. The City Attorney will draft the appropriate easement document for recording.
- The drainage swale that currently exists along the eastern side of Parcel C will be re-directed and regraded to the eastern edge of Parcel C to lie within the 10-foot common lot line drainage and utility easement. This work can be done when the building permit for the house plan on parcel C is submitted.
- Any permits necessary from the Valley Branch Watershed District must be obtained.

Planner Rybak stated that, based on the criteria in this report, staff recommends approval of the requested minor subdivision and variances at 182 Bevins Lane subject to the following conditions:

1. The Applicant must enter into a minor subdivision agreement with the City.
2. A Tree Preservation and Replacement Plan must be approved by the City Forester prior to the removal of any trees and issuance of any grading or building permit.
3. The Applicant shall pay \$6,000 cash in lieu of parkland dedication.
4. Legal descriptions for lot line drainage and utility easement must be provided.
5. Any permits necessary from the VBWD must be obtained.
6. Any area of wetland buffer encroachment shall be replaced with the exact square footage of the encroachment.
7. The wetland buffer boundary shall be marked with VBWD signs.
8. The Applicant must provide a legal description for a drainage easement over the entirety of the wetland on Parcel A.
9. The City Attorney will draft all of the aforementioned easement documents for recording.

**4a. (Continued)**

Upon a question by Commissioner Frank, Engineer Sachi stated that the property owner is required to abandon his septic once he hooks into city sewer. He noted that City Ordinance requires connection to City Sewer within five (5) years of sewer being available.

Upon a question by applicant Mrs. Holcomb about the excessive width of the street, Engineer Sachi stated that the width is the dedicated right-of-way. He noted that the fifty (50) foot right of-way width would be needed if say in 25 years there is a need for storm and gutter in the area.

Chair Rogosheske opened the Public Hearing at 6:55 p.m.

Hearing no comments, the Public Hearing was closed.

Commissioner Soler stated that this is a reasonable request and is in support the request.

Chair Rogosheske stated that he agrees with Commissioner Soler and is also in support.

Commissioner Soler moved, and Commissioner Chesak seconded the motion to recommend the City Council approve a resolution approving a minor subdivision and three (3) variances at the property located at 182 Bevins Lane as outlined in Exhibit C. The motion was unanimously approved by a roll call vote: Yea: Soler, Maples, Frank, Chesak and Rogosheske Nay: None.

**CITY OF MAHTOMEDI  
WASHINGTON COUNTY, MINNESOTA  
RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING A MINOR SUBDIVISION AT THE PROPERTY  
LOCATED AT 182 BEVINS LN., PID: 20.030.21.24.0008**

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**WHEREAS**, the City of Mahtomedi received a request from the Applicant, Allen Holcomb, on behalf of the property owner, Holcomb Rev. Trust, for a minor subdivision resulting in three lots at the property located at 182 Bevins Ln. on July 10, 2020, legally described as follows:

Lot five (5), Block one (1), Bevins Acre Lots, according to plat thereof on file and of record in the office of the Register of Deeds in and for Washington County, Minnesota.

EXCEPTING THEREFROM:

The East (E) ten (10) feet of Lot five (5), Block one (1), Bevins Acre Lots, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Washington County, Minnesota.

(Document No. 336317) Subject to a 10 foot drainage and utility easement in, over and upon, described as follows:

The West (W) Ten (10) feet of the East (E) Twenty (20) feet of Lot Five (5), Block One (1), Bevins Acre Lots, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Washington County, Minnesota.

**WHEREAS**, the Applicant has requested a minor subdivision and three variances to allow for the division of the property to create three residential lots; and

**WHEREAS**, the Planning Commission reviewed and considered the requests based on the related documents shown in the Applicants' Application at their regular meeting on August 12, 2020; and

**WHEREAS**, the City Council, acting as the Board of Adjustments and Appeals, can approve a variance if it finds that the standards for granting a variance as described in Chapter 11, Section 11.01, Subdivision 8.20, C., 1 through 8 of the Mahtomedi City Code have been met; and

**WHEREAS**, the City Council can approve a minor subdivision if it finds that the standards for minor subdivisions as described in Chapter 11, Section 11.02, Subdivision 10, E: Minor Subdivision of the Mahtomedi City Code have been met; and

**WHEREAS**, the City Council acting as the Board of Adjustments and Appeals, reviewed and considered the reports, documents, testimony, and other materials presented.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Mahtomedi approves the following variance requests: **a 2,214 sf. net lot area variance for Parcel A; a 1.86 ft. lot depth variance for Parcel A, and a 10 ft. front yard setback variance for Parcel A** based upon the following findings of fact:

The requested variance is consistent with all the standards for granting a variance as described in Section 11.01, Subdivision 8.20, C., 1 through 8 of the Mahtomedi Zoning Ordinance. More specifically, the City Council finds that the requested variance is justified for the following reasons:

1. The configuration of the cul-de-sac and wetland on Parcel A present practical difficulties to compliance with the ordinance;
2. The proposed use for a single-family dwelling is reasonable for the zoning district;
3. The purpose of the variances is not based exclusively upon a desire to increase the value or income potential of the parcel of land;
4. The difficulties presented by the parcels are not posed by the property owner;
5. Granting the requested variances would not be detrimental to the public welfare or injurious to other land or improvements in the vicinity of the parcel;
6. The proposed variances are in keeping with the spirit and intent of the Ordinance;
7. Allowing the requested variances will not impair an adequate supply of light and air to adjacent property, or increase the congestion of the public street, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood; and
8. The variances are consistent with the Comprehensive Plan.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the City Council of the City of Mahtomedi approves the Applicant's minor subdivision request based on the following findings of fact:

1. All required information for a minor subdivision has been supplied.
2. The minor subdivision meets the requirements for Minor Subdivision Approval;
3. The lot to be divided is in a location where conditions are well defined;
4. The newly created property lines will not cause any resulting lot to be in violation of the Zoning Code;
5. The proposed division was prepared by a registered land surveyor;

6. The minor subdivision request is consistent with the City's Comprehensive Plan; and
7. The minor subdivision is consistent with the City's Subdivision Regulations and Zoning Ordinance for property in the R1-C – Low-Density Residential Zoning District.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Applicant must meet the following conditions for minor subdivision approval:

1. The Applicant must enter into a minor subdivision agreement with the City.
2. A Tree Preservation and Replacement Plan must be approved by the City Forester prior to the removal of any trees and issuance of any grading or building permit.
3. The Applicant shall pay \$6,000 cash in lieu of parkland dedication.
4. Legal descriptions for lot line drainage and utility easements must be provided.
5. Any permits necessary from the VBWD must be obtained.
6. Any area of wetland buffer encroachment shall be replaced with the exact square footage of the encroachment.
7. The wetland buffer boundary shall be marked with VBWD signs.
8. The Applicant must provide a legal description for a drainage easement over the entirety of the wetland on Parcel A.
9. The City Attorney will draft all of the aforementioned easement documents for recording.

Adopted by the City Council of the City of Mahtomedi on August 18, 2020.

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Judson Marshall, Mayor

Attested:

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Jerene Rogers, City Clerk

**4b. Request for approval of a minor subdivision at the property located at 175 Bevins Lane and described as PID: 32.030.21.24.0006**

Planner Rybak introduced the item and provided a power point presentation. She said the applicant is requesting a minor subdivision creating three (3) lots at the property located at 175 Bevins Lane. The existing home is proposed to remain on Parcel C, with the proposed Parcel A and B to be developed for single-family homes.

The City project extending public utilities to these parcels is currently underway and the properties were recently rezoned from RR-Rural Residential to R1-C Low Density Residential

In reviewing this request for a minor subdivision, the following criteria have been met:

- Three lots being proposed.
- The lot to be divided is in a location where conditions are well defined.
- The newly created property lines will not cause any resulting lot to be in violation of the Zoning Code.
- The proposed division must be prepared by a registered land surveyor and must show the original lot and the proposed subdivision.
- The proposed minor subdivision is consistent with the Comprehensive Plan.
- The proposed lots within the minor subdivision each meet the R1-C Zoning requirements.

Planner Rybak stated that the City Engineer has determined that a wetland delineation must be performed and a drainage easement be recorded over the wetland. The wetland is located on proposed Parcel C, which is the lot on which the existing home will remain.

She noted that Parkland dedication will be a flat fee of \$3,000 per new dwelling, which will be a total \$ 6,000 for the two proposed lots.

The applicant has provided a tree inventory along with the application for the subdivision. Because the exact locations of the future homes have not been decided yet, tree removal and replacement will be evaluated on an individual lot basis at the time of application for building permit.

The site is not considered heavily wooded, so a replanting of one (1) tree for each tree (1) removed will be required. Trees utilized for replanting should be suitable to the site and represent a mix of deciduous and evergreen species that reasonably represent the trees removed and meet the criteria as specified by ordinance.



**4b. (Continued)**

City Engineer Sachi has reviewed the plans and offers the following comments:

- The site grading will be reviewed as each house plan is submitted for a building permit, and sediment and erosion control plans will be reviewed at that time.
- Stubs for City sewer and water will be installed for each proposed lot this summer, during the street and utility project that is currently underway.
- Appropriate lot line drainage and utility easements are shown on the certified survey map. These easements descriptions shall be provided to the City. The City Attorney will draft the appropriate easement document for recording.
- The applicant has agreed to grant the City a 20 foot wide watermain easement running along the shared property line of Parcels A and B, and then west along a portion of the rear property line of Parcel B. The easement is properly shown running along the shared property line. However, the easement is only shown 10 feet in width instead of 20 feet where it runs along the rear property line of Parcel B. The 20 foot width is only needed for about 50 feet from the common lot line of Parcels A and B westerly lot common lot line of lots 17 and 18 of Bichner Woodland Acres. The Applicant must work with the City Engineer to provide the proper easement description, which will then be drafted by the City Attorney and legally recorded.
- The applicant shall provide the City with a legal description for the ponding area on the western edge of Parcel C, over the existing wetland. The City Attorney will draft the appropriate easement for recording.

Planner Rybak stated that based on the criteria in this report, staff recommends approval of the requested minor subdivision at 175 Bevins Lane, subject to the following conditions:

1. The Applicant must enter into a minor subdivision agreement with the City.
2. A Tree Preservation and Replacement Plan must be approved by the City Forester prior to the removal of any trees and issuance of any grading or building permit.
3. The Applicant shall pay \$6,000 cash in lieu of Parkland dedication.
4. Legal description showing the full watermain easement shall be provided.
5. A legal description showing the full watermain easement shall be provided.
6. The Applicant shall remove the shed from proposed Parcel B prior to the recording of the subdivision.
7. Any permits necessary from the Valley Branch Watershed District must be obtained.
8. Wetland delineation must be completed for the wetland on proposed Parcel C, in order to properly describe the required easement.
9. The wetland buffer boundary shall be marked with VBWD signs.
10. The Applicant must then provide a legal description for a drainage easement over the entirety of the wetland.
11. The City Attorney will draft all of the aforementioned easement documents for recording.

**4b. (Continued)**

Applicant Rose Urbina stated that the water is always high in her back yard.

Chair Rogosheske opened the Public Hearing for comment at 7:07 p.m.

Hearing no comments, the Public Hearing was closed at 7:09 p.m.

Commissioner Soler stated that this application is pretty straight forward and fits well in the R1-C Zoning District and therefore, is in support of this request.

Commissioner Maples moved, and Commissioner Soler seconded the motion to recommend City Council approve a resolution approving a minor subdivision and three (3) variances at the property located at 175 Bevins Lane as outlined in Exhibit C. The motion was unanimously approved by a roll call vote: Yea: Soler, Maples, Frank, Chesak and Rogosheske. Nay: None.

**CITY OF MAHTOMEDI  
WASHINGTON COUNTY, MINNESOTA  
RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING A MINOR SUBDIVISION AT THE PROPERTY  
LOCATED AT 175 BEVINS LN., PID: 32.030.21.24.0006**

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**WHEREAS**, the City of Mahtomedi received a request from the Applicant and property owner, Rose Urbiha, for a minor subdivision resulting in three lots at the property located at 175 Bevins Ln. on July 13, 2020, legally described as follows:

Lot 3, Block 1, Bevins Acre Lots, according to the plat on file and of record in the office of the Register of deeds in and for the County of Washington, State of Minnesota.

(Document No. 309021) Subject to an easement for or right of way for the construction, improvement, operation and maintenance of a public road, upon and across the following land described as follows, to-wit:

All that part of the Southerly 30 feet of Lot 3, Block 1, Bevins Acre Lots, lying westerly of Bevins Lane as platted to have and to hold said easement or right of way for public road or highway purposes so long as the same shall be constructed, used, operated and maintained as a public road or highway.

(Document No. 4015540) Partial Vacation of street/public road easement situated in the City of Mahtomedi, County of Washington, State of Minnesota, as dedicated by Book 320 of Deeds, page 714, upon and across the following land described as follows, to-wit:

All that part of the Northerly 20 feet of the Southerly 30 feet of Lot 3, Block 1, Bevins Acre Lots, lying westerly of Bevins Lane as platted.

(Document No. 4015540) Subject to a permanent easement for drainage and utility purposes, over, across, under and through the following land described as follows, to-wit:

All that part of the Southerly 10 feet of the Northerly 20 feet of the Southerly 30 feet of Lot 3, Block 1, Bevins Acre Lots, lying westerly of Bevins Lane as platted.

**WHEREAS**, the Applicant has requested a minor subdivision to allow for the division of the property to create three residential lots; and

**WHEREAS**, the Planning Commission reviewed and considered the request based on the related documents shown in the Applicants' Application at their regular meeting on August 12, 2020; and

**WHEREAS**, the City Council can approve a minor subdivision if it finds that the standards for minor subdivisions as described in Chapter 11, Section 11.02, Subdivision 10, E: Minor Subdivision of the Mahtomedi City Code have been met; and

**WHEREAS**, the City Council acting as the Board of Adjustments and Appeals, reviewed and considered the reports, documents, testimony, and other materials presented.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Mahtomedi approves the Applicant's minor subdivision request based on the following findings of fact:

1. All required information for a minor subdivision has been supplied.

2. The minor subdivision meets the requirements for Minor Subdivision Approval;
3. The lot to be divided is in a location where conditions are well defined;
4. The newly created property lines will not cause any resulting lot to be in violation of the Zoning Code;
5. The proposed division was prepared by a registered land surveyor;
6. The minor subdivision request is consistent with the City's Comprehensive Plan; and
7. The minor subdivision is consistent with the City's Subdivision Regulations and Zoning Ordinance for property in the R1-C – Low-Density Residential Zoning District.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Applicant must meet the following conditions for minor subdivision approval:

1. The Applicant must enter into a minor subdivision agreement with the City.
2. A Tree Preservation and Replacement Plan must be approved by the City Forester prior to the removal of any trees and issuance of any grading or building permit.
3. The Applicant shall pay \$6,000 cash in lieu of parkland dedication.
4. Legal descriptions for lot line drainage and utility easements shall be provided.
5. A legal description showing the full watermain easement shall be provided.
6. The Applicant shall remove the shed from proposed Parcel B prior to the recording of the subdivision.
7. Any permits necessary from the VBWD must be obtained.
8. A wetland delineation must be completed for the wetland on Parcel C, in order to properly describe the required easement.
9. The wetland buffer boundary shall be marked with VBWD signs.
10. The Applicant must then provide a legal description for a drainage easement over the entirety of the wetland.
11. The City Attorney will draft all of the aforementioned easement documents for recording.

Adopted by the City Council of the City of Mahtomedi on August 18, 2020.

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Judson Marshall, Mayor

Attested:

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Jerene Rogers, City Clerk

**5. STAFF REPORT**

**a. Century Avenue Small Area Plan update.**

Planner Perdu introduced the item and said the discussion this evening is in regards to Century Avenue Small Area Plan that has been previously reviewed by the City Council's November 19, 2019 work session. The Plan has been funded by a grant from the Washington County CDA (Community Development Agency). Its adoption has been delayed by COVID as well as the reliance of County Road 120 and future turnback of the road to Washington County.

The purpose of the Plan is to study the area in more detail than the recently completed draft 2040 Comprehensive Plan and provide guidance on the feasibility of future land uses, infrastructure (roads and utilities) and economic development activities. The goal of the Small Area Plan is to help set a clear vision for the area that can be used when discussing the area with potential developers and to spur future investments.

The plan was provided to Chris Eng at the Washington County CDA for comment along with a couple area developers to obtain feedback, and the Plan has been updated based on all of this feedback. The Plan is now ready for Planning Commission recommendation to Council for adoption.

The Small Plan provides a clear vision of the type, scale and intensity of development that the City wants in this area. It also provides an assessment of development trends, market forces and demands to ensure that the vision is achievable.

Current property owners include a single owner for the commercial center, and approximately 7 different owners for the 18 parcels on the north part of the site. One property owner owns several of the larger parcels and the City owns one of the vacant parcels in the subject area.

There was interest in both 2005 and again in 2016 for a possible hotel in this area, but concluded that the market area could not support a hotel in this area.

The City's 2040 Comprehensive Plan designates this site as a probable redevelopment site for mixed residential/commercial use, with the future Land Use Plan guides the study as Mixed Residential/Commercial.

The shopping center maintains a nice mix of uses, including three restaurants, two health and beauty service establishments, a school district office, and two retail locations: a liquor store and tobacco shop. The busiest time of day for the center is in the evenings, due to the restaurants and liquor store.

Recently, the City has been actively working with the other major property owner on getting the site redeveloped with a mixture of residential and commercial uses that are consistent with the

**5a. (Continued)**

Zoning and Comprehensive Plan for the area. However, several immediate obstacles have prevented that redevelopment from getting off the ground, namely:

- The inability for the property owner to assemble the other small parcels.
- The lack of vision for the interaction between the commercial and residential uses on the site
- The need for design and cost estimates for infrastructure
- The funding gaps in the pro forma

There are five homes located on the study site, with the majority being owner occupied. Six of the property owners were interviewed to gather feedback about future land use plans for the area, and how it might relate to their property. Two of the property owners that were more resistant to change ultimately stated that they may be willing to sell their property under the right circumstances. Two of the property owners, including one that owns some vacant parcels, were very receptive to the idea of redevelopment at this site. The final two property owners were relatively indifferent, but in conclusion there are no major obstacles standing in the way of selling their property.

The owner of the shopping center was unavailable for an interview. However, a representative from the management company indicated that the current owner is happy with the performance of the shopping center and does not have any desire to redevelop it.

Several parties are currently negotiating the turnback of Century Avenue/TH120 from MNDOT to Ramsey and Washington Counties, with the terms of the turnback not yet decided. The options and obstacles being discussed are:

1. A three-lane concept
2. A four-lane concept
3. The need for additional right-of-way of up to 180 feet wide
4. The single-family homes within the proposed new right-of-way

Currently the entire site is zoned MU-PUD – Mixed Use Planned Unit Development, but much of the language is outdated and does not match the current goals for the site as described in this plan. While the City waits for the first step in the implementation process to take place (the redesign and turnback of Century Avenue), work on the zoning district should take place. Several updates should be made to the district to facilitate the redevelopment envisioned in this plan: See agenda packet for specifications.

**5. STAFF REPORT**

**b. Ordinance Amendment Work Plan and Intent Edits.**

Planner Perdu introduced the item and indicated that the work plan is organized into two phases: The first focused on updates mandated by the Comprehensive Plan, the second are other items related to City Council priorities.

She noted that the first item for discussion and updates is the overall intent section of the ordinance. (See intent on pages 92 & 93 of the agenda packet).

Commissioner Soler stated that he has some thoughts about this and will e-mail them to Planner Perdu.

Discussion on this topic will continue during the next several months with both the Planning Commission and City Council.

**6. UPDATE - CITY COUNCIL AND OTHER COMMISSION ACTIVITIES AND INFORMATIVE ITEMS.**

**7. ADJOURNMENT**

There being no further discussion, Commissioner Soler moved, and Commissioner Frank seconded the motion to adjourn the regular Planning Commission meeting at 7:58 p.m. The motion was unanimously approved by roll call vote: Yea: Soler, Chesak, Frank, Maples and Rogosheske Nay: None.

Respectfully submitted by Luann Tembreull, Office Assistant.

**APPROVED:**

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**ALEX ROGOSHESKE**  
**CHAIRPERSON**

**ATTESTED:**

  
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**LUANN TEMBREULL**  
**OFFICE ASSISTANT**