



**MONTROSE
PLANNING AND ZONING COMMISSION MEETING
AGENDA**

Wednesday, November 13, 2019 – 7:00 PM

**Montrose Community Center
200 Center Avenue South
Montrose, Minnesota 55363**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
 - A. October 9, 2019 Planning and Zoning Commission Meeting Minutes
6. Public Hearing
 - A. Consider An Interim Use Permit – Solar Farm
 - Consider An Interim Use Permit for a Proposed Solar Farm
7. Old Business
8. New Business
 - A. Discussion – Future Ordinance Updates
 - B. City Planner Updates
 - C. Resignation of Commissioner Barry Rhineberger
9. Next Meeting
 - A. Wednesday, December 11, 2019 to be held at the Montrose Community Center - 7:00 p.m.
10. Adjournment

*** * Please note that a quorum of the City Council may be present
at the Planning and Zoning Commission Meeting. * ***

City of Montrose
 Planning and Zoning Commission Meeting
 Montrose Community Center
 200 Center Avenue South
 Wednesday, October 9, 2019
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Planning and Zoning Commission met in Regular Session on Wednesday, October 9, 2019 at 7:00 p.m.

Planning and Zoning Commission Chair, Ms. Tracy Gurneau, called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Commissioner Tracy Gurneau
 Commissioner Sylvia Henry
 Commissioner Barry Rhineberger
 Commissioner Mike Scanlon
 City Council Liaison Lloyd Johnson

Absent: Commissioner Justin Emery

Staff Present: Ms. Deborah Boelter, City Administrator
 Mr. Ryan Grittmann, City Planner

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was taken.

4. APPROVAL OF THE AGENDA

Commissioner Henry motioned to approve the October 9, 2019 Planning and Zoning Commission Meeting Agenda. Commissioner Scanlon seconded the motion. Motion carried 4-0.

5. APPROVAL OF THE MINUTES

A. September 11, 2019 Planning and Zoning Commission Meeting

Commissioner Henry motioned to approve the Planning and Zoning Commission Meeting minutes of September 11, 2019. Commissioner Rhineberger seconded the motion. Motion carried 4-0.

6. OLD BUSINESS

A. Consider Amendments To Chapter 1024 of the City of Montrose Zoning Code

1. Consider Amendments to Chapter 1024: Sign Ordinance

Mr. Ryan Grittmann, City Planner, stated that at the September 11, 2019 Planning and Zoning Commission Meeting, City staff was directed to update the DRAFT Sign Ordinance to create the following:

- Create an exemption for temporary signs that will be out for five (5) or less days.
- Create a maximum of fifteen (15) days for any temporary sign in a calendar year.
- Define that the temporary sign is three (3) square feet or less.
- The City has the right to remove any sign that is not in compliance.

- Allow for signs to be up longer than five (5) days consecutively or fifteen (15) days a year by issuance of a temporary sign permit.

Mr. Grittmann presented a DRAFT copy of the Sign Ordinance with the amendment updates as directed by the Planning and Zoning Commission Members at the September 11, 2019 Commission Meeting and Public Hearing.

The Planning and Zoning Commission Members discussed the DRAFT Sign Ordinance and were in agreement with the amendments that were made.

Commissioner Rhineberger motioned to recommend that the Montrose City Council approve the Sign Ordinance with the amendments as directed by the Planning and Zoning Commission. Commissioner Scanlon seconded the motion. Motion carried 4-0.

7. NEW BUSINESS

A. City Planner Updates

1. The proposed Solar Farm.
2. Future amendments to the City's Zoning Ordinance.
 - a) Ms. Boelter stated that City staff would like to work on the Ordinances that regulate the fine process to penalize residents that do not comply with code enforcement requests.
3. The *Preserve Housing Development*.

8. NEXT MEETING

- A. Wednesday, November 13, 2019 to be held at the Montrose Community Center – 7:00 p.m.

9. ADJOURNMENT

Commissioner Rhineberger motioned to the adjourn the Planning and Zoning Commission Meeting at 7:40 p.m. Commissioner Henry seconded the motion. Motion carried 4-0.

Tracy Gurneau
Chair
City of Montrose

ATTEST:

Deborah R. Boelter, CMC
City Administrator
City of Montrose

CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Montrose Planning Commission will hold a public hearing at 7:00 p.m. or as soon thereafter on Wednesday, November 13, 2019 at the Montrose Community Center, located at 200 Center Avenue South in the City of Montrose, for the purpose of considering an Interim Use Permit for a solar farm located at the City's water treatment plant.

The property is legally described as:

Section 01 Township 118 Range 026

UNPLATTED LAND MONTROSE 19.13 Acres That Part of the Southwest Quarter of the Northwest Quarter Description Beginning Southwest Corner TH N89D41'0"E Along South Line 1176.05 Feet TH N0D19'0"W 708.50 Feet TH S89D41'0"W 1189.19 Feet To West Line TH S01D22'47"E 708.62FT TO POB

With PID: 112.500.012302

Notice is further given that any written or oral comments from citizens regarding the proposed zoning ordinance amendments will be heard at the public hearing. All interested persons are invited to attend the meeting and will be afforded the opportunity to speak on the applications during the public hearing. If you wish to provide written comment, please send correspondence to rgrittman@nacplanning.com. If you wish to receive more information on the application, please call Montrose City Hall at 763-575-7422.

Deb Boelter
Montrose City Administrator

Date of Publication: October 24, 2019

Posted: October 15, 2019

CoM Utilities

From: Barry Rhineberger <Barry.Rhineberger@co.wright.mn.us>
Sent: Tuesday, November 5, 2019 8:51 PM
To: CoM Utilities
Subject: Re: Park and Rec Resignation

Since I won't be in to work tomorrow, I hope the following will suffice.

Dear Council and Commission Members,

Serving the Montrose community through both the Planning and Park and Rec Commissions has truly been a pleasure. Unfortunately, I have purchased a home in Buffalo and will be moving the first week of November. As such, I must resign my duties on both of the aforementioned commissions effective immediately. I wish the City of Montrose, the Council and Commissions the best of luck in all your future endeavors.

Sincerely,

Barry J. Rhineberger

Barry J. Rhineberger
 Planner
 Wright County Planning and Zoning

From: CoM Utilities <JBonniwell@montrose-mn.com>
Sent: Tuesday, November 5, 2019 7:59:23 AM
To: Barry Rhineberger <Barry.Rhineberger@co.wright.mn.us>
Subject: Park and Rec Resignation

Good morning Barry,

I know you are busy moving and such but I was wondering if you could put together a resignation so I can give it to Deb for the Council packet she is getting ready. I would need it by EOB tomorrow to include it in the packet so Council can accept your resignation.

Thank you,

Jessica Bonniwell
 Utility Clerk
 City of Montrose
 Office phone: (763) 575-7467
 Office Hours: Monday-Thursday 7am to 4:30pm & Friday 7am to 11am

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