



**Planning Commission Regular Meeting  
City Council Chambers, 2660 Civic Center Drive  
Minutes – Wednesday, March 6, 2024 – 7:12 p.m.**

**1. Call to Order**

Acting Chair Bjorum called to order the regular meeting of the Planning Commission meeting at approximately 7:12 p.m. and reviewed the role and purpose of the Planning Commission.

**2. Roll Call**

At the request of Acting Chair Bjorum, City Planner Thomas Paschke called the Roll.

**Members Present:** Commissioners Michelle Kruzel, Tammy McGehee, Pamela Aspnes, Matthew Bauer and Erik Bjorum

**Members Absent:** Chair Michelle Pribyl and Vice-Chair Karen Schaffhausen

**Staff Present:** City Planner Thomas Paschke, and Community Development Director Janice Gundlach

**3. Approve Agenda**

Member Bauer asked if an item could be put at the end of the agenda, follow up to the Joint City Council meeting about adding a line item for Commissioner Items to be Discussed.

Acting Chair Bjorum thought that was already under item 7, Other Business.

Community Development Director Gundlach indicated there is one issue and may not have been clear in the email sent to the Commission, which was an item that was discussed at the Joint Planning Commission/City Council meeting and the City Council is in the process of updating the City Code regarding the roles and responsibilities of the Commissions. There will be an opportunity for Commission members to add items to an agenda for discussion, however those changes have not officially occurred yet. She would recommend that the Commission wait to start that until after the Council actually formally changes the roles and responsibilities.

Member Bauer indicated he was not asking for an item to bring forward to the City Council, he was merely looking to bring an item forward for Commission discussion. What he was proposing is the Commission discuss having a standing thing on the agenda, same as the Council has right now.

Ms. Gundlach indicated that is what she is referring to and what the Council is working on for all Commissions. She noted the Council has not officially added that to the Commission's roles and responsibilities yet.

Acting Chair Bjorum indicated for now the Commission will maintain the agenda as presented.

**MOTION**

**Member Aspnes moved, seconded by Member McGehee, to approve the agenda as presented.**

**Ayes: 5**

**Nays: 0**

**Motion carried.**

**4. Review of Minutes**

**a. January 3, 2024 Planning Commission Regular Meeting**

**MOTION**

**Member McGehee moved, seconded by Member Bauer, to approve the January 3, 2024 meeting minutes.**

**Ayes: 5**

**Nays: 0**

**Motion carried.**

**5. Communications and Recognitions:**

**a. From the Public:** *Public comment pertaining to general land use issues not on this agenda, including the 2040 Comprehensive Plan Update.*

None.

**b. From the Commission or Staff:** *Information about assorted business not already on this agenda, including a brief update on the 2040 Comprehensive Plan Update process.*

**6. Public Hearing**

**a. Request by Troy Miller of Troy’s Automotive LLC in Support of Motor Vehicle Repair, Auto Body Shop, and Motor Fuel Sales as a Conditional Use at 2171 Hamline Ave**

Acting Chair Bjorum opened the public hearing for PF23-013 at approximately 7:25 p.m. and reported on the purpose and process of a public hearing. He advised this item will be before the City Council in April 2024.

City Planner Paschke summarized the request as detailed in the staff report dated March 6, 2024.

Mr. Troy Miller thanked the Commission for listening to the presentation by staff.

**Public Comment**

No one came forward to speak for or against this request.

Acting Chair Bjorum closed the public hearing at 7:27 p.m.

**MOTION**

**Member McGehee moved, seconded by Member Kruzel, to recommend to the City Council approval of a Conditional Use supporting motor vehicle repair, auto body shop at 2171 Hamline Avenue, based on the comments and findings of this report, public input, and Planning Commission deliberation. (PF23-013).**

**Ayes: 5**

**Nays: 0**

**Motion carried.**

**7. Other Business Heading Information**

**8. Adjourn**

**MOTION**

**Member Bauer, seconded by Member Kruzel, to adjourn the meeting at 7:30 p.m.**

**Ayes: 7**

**Nays: 0**

**Motion carried.**