



**Planning Commission Regular Meeting
City Council Chambers, 2660 Civic Center Drive
Minutes – Wednesday, June 5, 2024 – 6:30 p.m.**

1. Call to Order

Chair Pribyl called to order the regular meeting of the Planning Commission meeting at approximately 6:30 p.m. and reviewed the role and purpose of the Planning Commission.

2. Roll Call

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

Members Present: Chair Michelle Pribyl, Vice-Chair Karen Schaffhausen, and Commissioners Michelle Kruzel, Tammy McGehee, Pamela Aspnes, and Erik Bjorum.

Members Absent: Matthew Bauer

Staff Present: City Planner Thomas Paschke

3. Approve Agenda

MOTION

Member Schaffhausen moved, seconded by Member Kruzel, to approve the agenda as presented.

Ayes: 6

Nays: 0

Motion carried.

4. Review of Minutes

a. April 3, 2024, Planning Commission Regular Meeting

MOTION

Member McGehee moved, seconded by Member Bjorum, to approve the April 3, 2024, meeting minutes.

Ayes: 6

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.*

None.

6. Public Hearing

- a. A Request by Northwest Transportation Services, LLC, for a Conditional Use to Allow Outdoor Storage of Fleet Vehicles at 2277 Highway 36**
Chair Pribyl indicated the applicant has requested this item be postponed until August 7, 2024.

MOTION

Member McGehee moved, seconded by Member Bjorum, to table consideration of the request to the August 7, 2024, Planning Commission meeting.

Ayes: 6

Nays: 0

Motion carried.

7. Commission Direction on Commission Member Initiated Agenda Items

- a. Discuss Comprehensive Plan Engagement Strategies**

Chair Pribyl indicated Commission McGehee requested this item be placed on the Commission's agenda. She explained the Commission needs to vote on whether to discuss Comprehensive Plan engagement strategies at a future meeting.

Member McGehee indicated she did not prepare a report but was interested in what the members of the Commission thought of the Planning Commission. She knew that Commission Bauer was interested. She noted she could table this item due to this being a short meeting anyway. She did not think this was going to be discussed at the meeting and wondered if there was any member open to discussing this at a future meeting. She was more interested in hearing from other people rather than making a presentation.

Chair Pribyl indicated this item could be tabled or the Commission could discuss whether everyone would want to go through this at a future meeting or not.

Member Schaffhausen asked staff when the City initiates the next Comprehensive Plan.

Mr. Paschke thought within the next four years. This is on a ten-year cycle with the Met Council and cities usually start two years in advance of that cycle deadline.

There is a 2030 plan, and the next plan will be a 2050 plan. He believed the City adopted the last plan two or three years ago.

Member McGehee explained one of the things she was thinking was this year the City had a visioning plan that came after the Comprehensive Plan, and it is a useful document to have ahead of time. She thought there was no urgency to this, and it was early, but she thought it was worthwhile to think about because it is a problem getting people interested in the City Government and what is going on and it takes some work. She thought if the City wanted some type of visioning because it now seems clear that since the Council did not change its direction for the Planning Commission, a large portion of responsibility for the Comprehensive Plan falls on this Commission. She thought the Commission could think about whether there is a process and review what things were successful and what things were less successful and what can be changed to engage people a little earlier to keep their interest in what is going on.

Member Aspnes thought this was a worthwhile topic for the Planning Commission to talk about. She thought this was premature but personally, because she was not involved in the Planning Commission during the last Comprehensive Plan planning, she would find it helpful to know what that full process looks like, and what the expectations are for the Planning Commission around that. It seems premature because there are so many things that are going to change in the next couple of years, based on how rapidly things have changed in the last four years and if the City is going to start a cycle in roughly three to four years or longer, she thought there will be a lot of changes it would make sense to wait but not forget to have some conversation around this in the future.

Member McGehee did not think discussion needed to be this year, but she wanted the Commission to think about this and think whether the Commission was going to take a more proactive role. She thought that in the past it had not been very proactive.

Member Kruzel asked what pieces Member McGehee is looking at for discussion.

Member McGehee explained her original question was if it were important to have a community visioning process in advance of starting the Comprehensive Plan process. If it is, then the commission should talk to the Council about that and see how the Council wishes to address this process. The visioning would occur in advance of the start of the Comprehensive Plan. The Commission could then use that information as part of the planning moving forward. She understood that things may change, but she did not think that anyone could start the process for obtaining community engagement too early.

Chair Pribyl asked if the Commission agreed not to put this on an agenda in the next couple of months but to keep it in mind for future discussion, this year or early in the next year.

The Commission concurred.

Member McGehee explained she would be willing to contribute some things but wanted to see what other Commissioners thought.

Member Schaffhausen agreed that this is premature as far as what is on the docket and her preference would be not this year but something that can be tackled later. She did believe this is important and that the whole intention as far as getting more engagement is invaluable and she thought for the Commission's time it would be better spent in the short term focusing on the tasks in front of them.

Member Aspnes indicated her agreement.

MOTION

Member McGehee moved, seconded by Member Aspnes, to table this item until the second quarter of 2025.

Ayes: 6

Nays: 0

Motion carried.

8. Adjourn

MOTION

Member Aspnes, seconded by Member Bjorum, to adjourn the meeting at 6:50 p.m.

Ayes: 6

Nays: 0

Motion carried.