

PLANNING AND ZONING COMMISSION  
MONDAY, MAY 9, 2016  
6:00 PM AT THE CITY HALL  
680 Byron Main Court NE

1. CALL MEETING TO ORDER – Chair Fiegel called the meeting of the Byron Planning Commission to order at 6:01PM Monday, May 9, 2016 at Byron City Hall.

Members Present: Gary Fiegel, Bruce Putzier and Steven Cook.

Also Present: Mike Zillget, Larry Kirkland, Sandy Buckingham, Jessica Lemickson, Tim Macken, Jay Czezok, Mr. and Mrs. Vincent Robinchaud, Council Member Scott Johnson, Janna Monosmith, Planning Coordinator.

2. APPROVE AGENDA – Chair Fiegel stated that he would like to add Comprehensive Plan discussion under New Business. Motion made by Member Putzier, second by Member Cook to approve the agenda with the change. Motion carried unanimously.
3. CONSENT AGENDA
  - a. P&Z Minutes from April 11, 2016 – Motion made by Member Cook second by Member Putzier to approve the minutes with corrections. Motion carried unanimously.
4. PUBLIC COMMENTS –  
Chair Fiegel called three times for public comments.
5. COMMUNICATIONS, REPORTS AND PETITIONS
  - a. Monthly Budget
  - b. City Council Minutes March 22, 2016
  - c. City Council Minutes April 12, 2016
  - c. City Administrator Newsletter - April
6. PUBLIC HEARING - Motion made by Member Putzier, second by Member Cook to open the public hearings at 6:02pm. Motion carried unanimously.

- a. Resolution 16-05 P & Z - High Point Business Center Lot Split-  
Monosmith explained the request of Larry Brooks to split one of the lots in the High Point Business Center Third. Brooks has a potential business that is interested in the area and would like a smaller lot. Monosmith explained that the lot split in its current form is unrecordable and that Mr. Brooks has been informed that he would need to submitted a Certificate of Survey before the lot split could be recorded.

Motion made by Member Putzier, second by Member Cook to close the public hearing. Motion carried unanimously.

Motion made by Member Putzier, second by Member Cook to recommend to the City Council to approve the lot split contingent on a Certificate of Survey being completed and submitted for recording. Motion carried unanimously.

b . Resolution 16-06 P & Z - CUP 11 - 2nd Avenue SW - Jessica Lemickson was present to discuss her request to display outdoor merchandise for her floral shop. Motion made by Member Cook, second by Member Putzier to close the public hearing. Motion carried unanimously.

Members stated that they were ok with the outdoor display as long as merchandise is kept out of the Right Of Way.

Motion made by Member Cook, second by Member Putzier to recommend to the City Council to approve the Conditional Use Permit with the condition that the outdoor display not exceed an area 25 x 25 and not be placed in the Right of Way. Motion carried unanimously.

c. Resolution 16-07 P & Z Easement & Drainage Easement Vacation - Macken Funeral Home has purchased the area in the West Industrial Park and would like to take the current 5 lots and replat into one lot and block. To create one lot and block the roadway, utility and drainage easements must be vacated. Macken's engineer Mike Zillget stated that currently there are no utilities in the easements and that drainage is across the lot with a consistent slope, there are no swales.

Motion made by Member Putzier, second by Member Cook to close the public hearing. Motion carried unanimously.

Motion made by Member Putzier, second by Member Cook to recommend to the City Council to approve the vacation of the street easement drainage easement and utility easement. Motion carried unanimously.

#### GENERAL BUSINESS:

8. UNFINISHED BUSINESS -

9. NEW BUSINESS -

a. Byron West Industrial Park Third Replat - Motion made by Member Cook, second by Member Putzier to recommend to the City Council to approve the replat. Motion carried unanimously.

b. Resolution 16-08 P & Z - CUP - 855 Frontage Road NW - Vincent Robichaud was present to discuss his proposed business at this location. The company packages dehydrated food for campers and hikers.

Due to timing constraints the public hearing will be conducted at the City Council.

Members expressed concerns regarding the screening of trash. Robichaud stated that at this time they will remove all trash from the site.

Motion made by Member Putzier, second by Member Cook to recommend to the City Council the Conditional Use Permit for 855 - Frontage Road NW with the contingency that if there is any trash pick up in the future the trash receptacle area will be screened. Motion carried unanimously.

c. Countryview Estates - FYI - Members discussed

d. Comprehensive Plan - Members discussed the need for the Comprehensive Plan to agree with the zoning agreement. Member discussed their desire to look at block length as their first priority.

10. ADJOURN – Motion made by Member Putzier, second by Member Cook to adjourn the meeting at 6:50 p.m. Motion carried unanimously.