

PLANNING AND ZONING COMMISSION
WEDNESDAY, MARCH 4, 2020
6:00 PM AT CITY HALL
680 Byron Main Court NE

1. CALL MEETING TO ORDER - Chair Quam called the meeting to order at 6:03PM Wednesday, March 4 at Byron City Hall.

Members Present: Brian Frank, Justin VanLaere, Duane Quam III

Members Absent: Tracy Lermon

Also Present: Zoning Technician Kelli Cheney, Council Advisor Steven Cook, Gretta Becay, Andy MacLean.

2. APPROVE AGENDA - Motion made by Member Frank, second by Member VanLaere to approve the agenda. Motion carried unanimously.
3. CONSENT AGENDA
 - a. P&Z Minutes - January 7, 2020 - Motion made by Member VanLaere, second by Member Frank to approve the minutes as written. Motion carried unanimously.
4. COMMUNICATIONS, REPORTS AND PETITIONS
 - a. Monthly Budget
 - b. City Council Minutes - November 12, 2019
 - c. City Administrator Newsletter - November
 - d. Community Newsletter - November
 - e. Planning and Zoning Legalities and Beyond - FYI
5. PUBLIC HEARING - 6:00PM
 - a. Resolution 20-04 P&Z - Interim Use Permit - 1415 Voll Drive NW - Motion made by Member VanLaere, second by Member Frank to open the public hearing at 6:06 PM.

Ornuu Ingredients is looking to place a temporary office trailer on their site to provide adequate space for office personnel while they initiate and approve construction plans. Andy MacLean, a representative for Ornuu Ingredients thanked the board for considering their request and was available to answer any questions. Member VanLaere questioned if the aesthetics would still fit the characteristics of the neighborhood. MacLean assured the board that they do not want it to look bad and they have requested for a brand new trailer. A resident questioned how big the trailer was and how long the trailer would be there. MacLean stated the trailer is 50x16 and they are thinking between one and two years. Zoning Technician Cheney stated the Interim Use Permit

would expire on December 31, 2021 and if they needed it longer they would have to go through the IUP process again.

Motion made by Member Frank, second by Member VanLaere to close the public hearing.

Member VanLaere agreed that we need to work with local businesses and needing more office space is a positive sign for the community. He did not see an issue with having the trailer there.

Motion made by Member Frank, second by Member VanLaere to recommend to the City County to approve the Interim Use Permit. Motion carried unanimously.

6. GENERAL BUSINESS

- a. Apartment Complex - FYI - Zoning Technician Cheney wanted to bring information on an apartment complex that is being proposed in Byron. The BEDA and Council have approved a business subsidy agreement and purchase agreement for the project. Cheney stated that there will need to be a public hearing in the near future to change the rezone of the parcel and they would need a variance for parking.

7. UNFINISHED BUSINESS - None

8. NEW BUSINESS

- a. New Member Appointment - Motion made by Member VanLaere, second by Member Frank to recommend to the City Council to approve the new member application with a term expiring 12/31/2023.
- b. Training Opportunity - Zoning Technician Cheney stated that there is a training opportunity available for planning commissioners on March 26th and April 16th. It was suggested to hold a special meeting for all board members to attend and to the workshop together via a webinar. The members stated that April 16th would work best for them. Zoning Technician Cheney will follow up with the absent member to see if that worked for them as well.

9. PUBLIC COMMENTS - Called 3 times by Chair Quam.

10. ADJOURN - Motion made by Member VanLaere, second by Member Frank to adjourn the meeting at 6:23 PM. Motion carried unanimously.