

The Planning Commission meeting was called to order by Chair Campbell at 7:00 p.m. at the Community Meeting Room, 100 Village Center Drive Suite 150, City of North Oaks. Also present were Commissioners Dick Hara, Nancy Reid, Joyce Yoshimura-Rank and City Council Liaisons Katy Ross and Gregg Nelson. City Planner Ben Gozola, Administrative Assistant Linda Hanson and Videographer Maureen Anderson were also present.

### **Approval of Agenda**

**City Council Liaison Gregg Nelson moved to approve the agenda. The motion was seconded by City Council Liaison Ross and passed unanimously.**

### **Approval of Minutes**

**City Council Liaison Ross moved to approve the minutes from the December 2, 2015 Planning Commission Meeting. The motion was seconded by Commissioner Hara and passed unanimously.**

A question was raised about the upcoming public hearing for CUP 15-01, submitted by Accent Homes for 23 Phoebe Lane. Due to the required legal notice, the public hearing could not be held until the February 26<sup>th</sup>, 2015 Planning Commission meeting.

### **New Business**

#### **1. Proposed Zoning Ordinance Changes for Non- Conforming Uses**

City Planner Gozola presented information to the Commission about proposed changes to the Zoning Ordinance regarding non-conforming uses. No action was called for at this meeting. Gozola reviewed the proposed changes that are needed to be in alignment with revised State Statutes. The Zoning Ordinance was last updated in 2003.

The proposed changes deal with any structures that were allowed before the Zoning Ordinance was in place or updated. These structures were considered non-conforming if they didn't meet the new code requirements. The State protects the homeowners in some regards to this type of structure and does not allow cities to get rid of legal non-conforming structures. By updating City code, the City would be in alignment with the language in State law.

A discussion about requiring a second septic site was also brought up and would apply to non-conforming vacant lots. It was decided that a second septic site should be required and that if a site could not meet this requirement, a variance would be needed and a different type of system would be an option. Also, properties within Shoreland districts have more restrictions that the City and State must follow.

Gozola stated that the suggested changes would be put into one document with other changes and then it would come back to the Planning Commission and a public hearing would need to take place at that time. Once that is complete, the document would go on to the City Council

for approval. Any Shoreland Ordinance changes would need to go to the DNR for their approval as well.

Chair Campbell announced that he would miss the next two Planning Commission meetings. City Liaison Ross agreed to chair the meetings.

**Next Meeting**

The next Planning Commission meeting is Thursday, February 26, 2015 at 7 p.m. at the Community Meeting Room, 100 Village Center Drive.

**Adjournment**

**On motion made by City Council Liaison Nelson, seconded by Commissioner Yoshimura-Rank and carried unanimously, the meeting was adjourned at 7:30 p.m.**

Attest:

Respectfully submitted,

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Chair Bill Campbell

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Linda Hanson  
Recording Secretary