

Chair Buoy called the regular meeting of the City of Rockford Planning and Zoning Commission to order on March 3, 2011 at 7:00 p.m. The meeting was held in the Council Chambers of City Hall, 6031 Main Street, Rockford, MN.

ROLL CALL

Roll call was taken. The following members were present: Buoy, Pederson, Werman and Waletich. The following members were absent: none. Also in attendance was Deputy Clerk Etzel.

PUBLIC HEARING/Interim Use Hobby Kennel Permit – 5518 Sunset Circle

The City is in receipt of an application for an Interim Use Permit for a Hobby Dog Kennel License from Yvette Buck & Taya Buck (Vergin). The dog kennel will be located at 5518 Sunset Circle. The property is zoned R-1 Single Family Residential. Staff published notice in the official newspaper at least 10 day prior to the public hearing and mailed notice to all affected property owners within 350' as required.

The applicant Taya Buck, has three (3) dogs as listed: two Chocolate Labs and one black & white Lab Mix. All three are indoor dogs. She previously had a conditional use permits when she lived at 5518 Sunset Circle (the same address) and at 5524 Sunset Circle and there are no complaints on file. A survey of the property was available for reviewed by Planning Commission.

The property owners do not sell dogs as a commercial business. As per ordinance section 1001.12, Subd. 3 B - an interim hobby kennel permit is required if you have more than two dogs at one site.

The Planning Commission reviewed the application to make sure that it complies with Interim Use standards per ordinance section 1001.03 Subd. 5 & 6.

Chair Buoy opened the hearing to public comments at 7:03 pm.

Yvette Buck, property owner, of 5518 Sunset Circle stated her daughter, Taya, has moved in with her. The dogs are mainly indoors and if Taya is still living with her in the summer, she will look at installing a backyard fence.

Taya Buck, applicant, of 5518 Sunset Circle noted the age of the dogs as: 2, 6 and 8 years old. The dogs are mostly kept indoors.

Buoy requested the resolution state "a dog can not be replace if one dog dies or has to be put down".

Chair Buoy closed the public hearing at 7:07 p.m.

MOTION was made by Werman, seconded by Pederson to recommend approval of the Interim Hobby Kennel Permit with the following conditions.

1. That no more than three (3) dogs are allowed on the premises; and if one dog dies or has to be put down, it can not be replaced.
2. That all dogs must be restrained when not inside the premises; either in a kennel, fenced area, or leashed.
3. All the dogs must be licensed with the City and the renewal fee paid.
4. The kennel permit license must be submitted every year along with the required kennel fee.
5. Fencing must be kept up and maintained as per the ordinance regulations.
6. No noise before 7:00 am or after 10:00 pm as per the Noise Ordinance.
7. All provisions of Section 1001.03 Subd. 5 D are met.
8. A review will be done annually or more frequently if complaints are received by the City.
9. If several complaints in the course of a year are made, the permit may be revoked.

MOTION CARRIED – VOTING IN FAVOR –Buoy, Pederson, Waletich and Werman.

The recommendation from the Planning Commission will be submitted to the City Council at their March 22, 2010 regular meeting for final approval or denial.

***CONSENT AGENDA/SET AGENDA**

Motion was made by Werman, seconded by Peterson to approve all items on the consent agenda.

MOTION CARRIED – VOTING IN FAVOR – BUOY, PETERSON, WALETICH and WERMAN.

***Approve Special Planning and Zoning Minutes/January 20, 2011**

Motion was made by Werman, seconded by Peterson to approve the minutes of the January 20, 2011 Special Planning and Zoning Meeting.

MOTION CARRIED – VOTING IN FAVOR – BUOY, PETERSON, WALETICH and WERMAN.

REVIEW ORDINANCE #1001.06 Manufactured Homes

Planning Commission is in the process of reviewing all zoning ordinances at the direction of City Council.

The Planning Commission and staff reviewed Ordinance #1001.06 and had questions regarding the following:

1. 1001.06, Subd. 4. A. Inspections 1, 2 and 3 – who is responsible for scheduling the inspections and making sure they are completed annually?
2. 1001.06, Subd. 5. A. 1 Manager – is there a manager on site?
3. 1001.06, Subd. 5. A. 2 Office – is there a central office at each location and is it marked OFFICE?
4. 1001.06, Subd. 5. F. 1 Fire Extinguisher Required – who makes sure every mobile home has a extinguisher?

Staff will research the above listed questions and report back to Planning Commission.

Deputy Clerk's Report

The Deputy Clerk's report included: Business Expo is March 19th, this was Wayne Waletich's last meeting and P & Z is looking for two commissioners.

ADJOURNMENT

MOTION TO ADJOURN was made by Buoy, seconded by Waletich.

MOTION CARRIED – VOTING IN FAVOR – BUOY, PETERSON, WALETICH and WERMAN.

Chair Buoy adjourned the meeting at 7:38 p.m.

Submitted by, Audra Etzel, Deputy Clerk