

Chair Buoy called the regular meeting of the City of Rockford Planning and Zoning Commission to order on July 14, 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, and Werman. The following members were absent: none. Also in attendance were Deputy Clerk Etzel and Council Member Martinson.

### **\*CONSENT AGENDA/SET AGENDA**

**Motion** was made by Buoy, seconded by Pederson to approve all items on the consent agenda.

**MOTION CARRIED** – VOTING IN FAVOR – BUOY, PEDERSON and WERMAN.

### **\*Approve Regular Planning and Zoning Minutes/March 10, 2011**

**Motion** was made by Buoy, seconded by Pederson to approve the minutes of the March 10, 2011 Regular Planning and Zoning Meeting.

**MOTION CARRIED** – VOTING IN FAVOR – BUOY, PEDERSON and WERMAN.

### **Review Planning and Zoning Commission Applications**

Planning Commission reviewed the three applications to fill the two open positions. Planning Commission reviewed the resumes and interview questions provided by the three candidates. All three candidates would make a good addition to the commission. After a very close vote, the following two people will be Planning Commission's recommendation to City Council: Justin Hensley and Karen Fuller. Planning Commission would like the third applicant to consider filling a position that may be opening in 2012.

### **Review Ordinance #1001.07 Accessory Buildings**

Planning Commission is in the process of reviewing all zoning ordinances at the direction of City Council. The Planning Commission and staff reviewed Ordinance #1001.07 Accessory Buildings and had a question regarding the definition of an accessory building (does this include: gazebos, Rubbermaid buildings, etc...). Deputy Clerk Etzel will get the planner's opinion of an accessory building as it applies to 1001.07, Subd. 4. E Building Size. No changes recommended.

### **Annual Review of Conditional Use Permits**

Staff inspected the November, December, January, February, March and Swimming Pool Conditional Use Permits (CUP). Planning Commission reviewed staffs report. Staff found several pool owners without conditional use permits – these home owners were sent a letter stating a CUP was required or the pools needed to be removed.

### **Deputy Clerk's Report**

The Deputy Clerk's report included: Movie in the Park, Music in the Park, Rockford River Days, Planning and Zoning Commission position recommendation, Manufactured Home Ordinance #1001.06, Land Use Basics class and more applications may be received for swimming pools.

### **Adjournment**

**MOTION TO ADJOURN** was made by Werman, seconded by Buoy.

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

Chair Buoy adjourned the meeting at 7:44 p.m.

*Submitted by, Audra Etzel, Deputy Clerk*