

The regular meeting of the Rockford Planning and Zoning Commission was called to order on May 27, 2010 at 7:00 p.m. by Chair Debbie Buoy in the Council Chambers of City Hall 6031 Main Street.

**ROLL CALL**

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

**PUBLIC HEARING / Conditional Use Permit for Swimming Pool / 3001 Aspen Circle N.**

Chair Buoy opened the hearing at 7:01 p.m.

Deputy Clerk Etzel reviewed the application request for a Conditional Use Permit to allow a swimming pool submitted by Scott and Lisa Dugstad of 3001 Aspen Circle North.

The subject property is zoned R-2 Medium Density Residency. A Conditional Use Permit is required as set forth in Section 1001.09, Subd. 8 if the pool has a capacity over 2,000 gallons or a depth of 3.5 feet of water. The proposed pool would be an above ground pool and hold 6981 gallons of water and requires a conditional use permit. The applicants have already installed the safety fence.

Lisa Dugstad of 3001 Aspen Circle North stated the pool is a soft sided seasonal recreational pool that will be taken down and stored once the swimming season has ended.

Chair Buoy asked for comments from the public, no one else spoke so the hearing was closed at 7:04 p.m.

Planning commission reviewed the site plan for the pool. It was noted a 5' non-climbable type of fence was already installed.

Commissioner Waletich asked if there would be a heater and the applicants stated the pool is heated by a solar blanket.

MOTION was made by Waletich, seconded by Hawley to recommend approval of the conditional use permit to allow a swimming pool at 3001 Aspen Circle North contingent upon the following the conditions:

1. The safety fence around the pool shall be maintained and the gate(s) shall be locked when the swimming pool is not in use.
2. That compliance with section 1001.03, Subd. 5 of the Zoning Ordinance are required.
3. That the Conditional Use Permit granted is subject to annual review by the Planning Commission.
4. That if complaints are filed with the City, the applicant understands that the use of the swimming maybe be requested to cease and/or be removed at the owners expense.
5. That the property owner comply with City Code Section 903 relating to noise and nuisance regulations as well as all other applicable City Codes and Ordinances
6. The pool shall meet all ordinance requirements per section 1001.09, Subd. 8, A to N.

MOTION CARRIED-VOTING IN FAVOR- BUOY, HAWELY, PEDERSON, WALETICH AND WERMAN

The City Council will review this application at their regular meeting on June 8, 2010 at 7:00 p.m. at City Hall, 6031 Main Street, Rockford, MN.

**Approve Minutes/August 13, 2009**

Motion was made by Buoy, seconded by Pederson to approve the August 13, 2009 minutes.

MOTION CARRIED-VOTING IN FAVOR- BUOY, HAWELY, PEDERSON, WALETICH AND WERMAN

**2010 Planning and Zoning Goals**

The goals included: Senior Housing Project, Sign Ordinance-table/grid, Future of Downtown, Review Zoning Ordinances – starting with Ordinance #1001.03 Administration and Fees.

Planning Commission felt the sign ordinance table/grid should be a priority along with reviewing planning and zoning fees/escrows.

**Review Ordinance #1001.03 Administration and Fees**

Staff and Planning Commission reviewed ordinance #1001.03 prior to attending the meeting. All agreed the ordinance did not need any changes. Planning Commission would like to review the fees tied to this ordinance. Staff is in the process of comparing fee/escrow schedules with other surrounding communities and will bring this information back for review.

Motion was made by Buoy, seconded by Werman to make no changes to ordinance #1001.03 Administration and Fees, and to review the fees and escrows from Ordinance #212 linked to this ordinance.

MOTION CARRIED-VOTING IN FAVOR- BUOY, HAWELY, PEDERSON, WALETICH AND WERMAN

**Clerk's Report**

The Clerk's Report included: code of ethics, swimming pool conditional use permits along with the conditional use permits will be reviewed at the next planning and zoning meeting, staff is researching planning and zoning application fees, an economic development grant has been applied for to allow Joanne Foust of Municipal Development Group to work more hours, Boulder Ridge is considering single family homes, The Meadows and Marsh Run each had three restarts and Parkwood Developers are no longer considering the westerly access, so they will stop building at 181 units – a re-plat is pending.

Planning Commission also discussed a grocer, the motel on Highway 55 and Councilor Martinson explained this was being reviewed to consider funding to assist the owner, the empty building at Bridge and Main, the lot recently demolished where the auto shop use to be, and levee.

**Adjournment**

MOTION to adjourn was made by Buoy, seconded by Werman.

MOTION CARRIED-VOTING IN FAVOR- BUOY, HAWELY, PEDERSON, WALETICH  
AND WERMAN

Chair Buoy adjourned the meeting at 7:39 p.m.

*Respectfully submitted by,  
Audra Etzel*