

VII. PUBLIC HEARINGS

There were no public hearings.

VIII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

A. Commission Training

City Attorney Soren Mattick provided training on the rights and responsibilities of the Planning Commission. Mr. Mattick provided details on land use planning as it relates to the Comprehensive Plan, zoning ordinances and regulations, roles and purpose of the Planning Commission, land use, variances, permitted and accessory uses, conditional use permit exceptions, interim uses, time limitations, public hearings, due process, gift law and conflicts of interest.

After questions from the Planning Commission, Mr. Mattick provided the following information:

- Comprehensive Plan changes or amendments are required to go through MET Council and need a super majority vote
- Shared city boundaries are reviewed but not voted on by the Planning Commission
- Conditional use permits require a public hearing
- Once a permit is issued, changes may not be made
- Recommended equal and consistent decisions with respect to zoning ordinance amendments
- Clarified that a conditional use permit is issued to the property, not the person and that permit stays with the property if it is ever sold in the future
- Defined and detailed the conditional use and interim use permit process
- Strongly encouraged Commission members to stay away from any position that would have the appearance of impropriety.

Mr. Mattick defined variances in detail and recommended a detailed analysis of why it would be denied or granted. He also suggested changing the ordinance language if there is a continuance of similar variances granted.

He provided examples of how conflicts of interest can be complicated and encouraged any Commission member to err on the side of caution or send him an email with any questions. Mr. Mattick also recommended waiting to communicate with Commission members on a particular application or topic until everything has been presented.

Mr. Mattick provided details on the open meeting law and the data practice act. He stated you are not permitted to discuss topics via phone, email or text and stated all data is public regardless of the device used. He also provided more clarification on social gatherings. Ms. Howe will look into City provided email addresses for Commission members.

Mr. Mattick provided guidance on Schfisky's property and how to handle residents' concerns. He stated the Legislature will likely be changing laws effective August 1st so the Commission should expect another training from him regarding the new laws.

Ms. Howe noted this meeting will be recorded and that should provide sufficient information regarding any questions or concerns residents may have.

IX. OLD BUSINESS

There was no old business to report.

X. REPORTS FROM STAFF

Ms. Howe stated City Council approved the Polar Plaza site plan.

XI. REPORTS FROM COUNCIL LIAISON

There were no reports from Council Liaison.

XII. REPORTS FROM COMMISSIONERS

A new Commission member, Jim Rathe provided a brief biography about himself and stated he is excited to give back to this community by being a part of the Planning Commission.

Commissioner Muhic stated his absence at the June 1st meeting.

XIII. ADJOURNMENT

There being no further business, motion to adjourn by Commissioner Muhic, and seconded by Commissioner Wise, with all present voting aye (3-0). Motion carried to adjourn the meeting at 8:10 p.m.

The next regularly scheduled Planning Commission Meeting is Thursday, April 6, 2023 at 6:30 p.m.

Members, please notify any planned absences to:

Chris Cherne
Planning Commission Secretary
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