

**ZONING AND PLANNING MEETING**  
**Regular Meeting**  
**January 11, 2016**

*Roll call: Stinocher, Cowell, and Olson*

*Absent: Beiser and Barbeau*

*Also in attendance: Andy Welti*

Regular meeting called to order by Ross Olson at 7:01 p.m.

Agenda – No changes

Motion by Cowell, seconded by Stinocher to approve the agenda as presented. Carried.

Minutes from the November 16, 2015 regular meeting were read.

Motion by Cowell, seconded by Stinocher to accept the November 16, 2015 regular meeting minutes. Carried.

Election of Officers: Cowell made motion to leave officers the same as 2015. Chair-Paul Beiser, Vice-Chair-Ross Olson and Secretary-Kris Stinocher. Motion was seconded by Stinocher. Carried.

Chairperson Report from Council Meeting- No questions regarding our last meeting from council.

Concerns from General Public- No concerns

Old Business- None

New Business- None

Next regular meeting will be Monday, March 21, 2016 at 7:00 PM

Motion by Cowell, seconded by Stinocher to adjourn the regular meeting at 7:10 p.m. Carried.

**ZONING AND PLANNING MEETING**  
**Regular Meeting**  
**March 21, 2016**

*Roll call: Quiring, Cowell, Barbeau, Olson and Stinocher*

*Absent: None*

*Also in attendance: Andy Welti, Joe Maas, Jon Sexton, Pat Merritt, Ronald Myrick, Sharon Myrick, Marie Sexton, Deb Smith and Jeff Smith*

Regular meeting called to order by Ross Olson at 7:00 p.m.

Agenda – No changes

Motion by Quiring, seconded by Cowell to approve the agenda as presented. Carried.

Minutes from the January 11, 2016 regular meeting were read.

Motion by Cowell, seconded by Quiring to accept the January 11, 2016 regular meeting minutes. Carried.

Welcoming of New Member-Rich Quiring

Election to Fill Vacant Position of Chair: Cowell nominated Ross Olson for Chair. No other nominations. Cowell made motion to have Ross Olson be Chair. Seconded by Barbeau. Ross Olson new Chair Person. Carried.

Election to Fill Vacant Position of Vice Chair-Stinocher nominated Rich Quiring for Vice Chair. No other nominations. Cowell made motion to elect Rich Quiring for Vice Chair. Seconded by Barbeau. Rich Quiring new Vice Chair. Carried.

Chairperson Report from Council Meeting- No questions regarding our last meeting from council.

Concerns from General Public- No concerns

Next regular meeting will May 16, 2016 at 7:00 PM

Public Hearing-Priscilla Parrish and Joe Maas Lot Split

Public Hearing-Joe Maas Conditional Use Permit

Motion by Cowell, seconded by Barbeau to adjourn the regular meeting at 7:45 p.m. Carried.

**ZONING AND PLANNING MEETING**  
**Regular Meeting**  
**July 18, 2016**

*Roll call: Quiring, Olson and Stinocher*

*Absent: Cowell, Barbeau*

*Also in attendance: Andy Welti,*

Regular meeting called to order by Ross Olson at 7:03 p.m.

Agenda – No changes

Motion by Quiring, seconded by Stinocher to approve the agenda as presented. Carried.

Minutes from the March 21, 2016 meeting were read.

Motion by Quiring, seconded by Stinocher to accept the March 21, 2016 regular meeting minutes and Public Hearing for Conditional Use Permit dated March 21, 2016 Carried.

General Discussion of Zoning- Board discussed land use in Medford and where new development would be considered. Possibilities of new construction of residential and commercial.

Board also discussed possibilities of training of Zoning Board members on zoning policies. These training sessions would be online and or paper material. No classroom sessions.

Motion by Stinocher, seconded by Quiring to adjourn the regular meeting at 7:38 p.m. Carried.

Planning & Zoning Board  
City of Medford  
Public Hearing for Casey Goff's Fence and Impervious Surface Variance Requests  
September 19, 2016 – 7:00 PM

Vice-Chairman Rich Quiring opened the hearing at 7:00 PM.

Members present: Kris Stinocher, Rich Quiring, Ivan Cowell and Rob Barbeau

Members absent: Ross Olson

Others Attending: Pat Merritt, Andy Welti, Casey Goff

Introduction:

The purpose of this public hearing is for the citizens of Medford to address any questions or concerns regarding Casey Goff's fence and impervious surface variance requests for the property located at 211 Sunrise Drive.

Vice Chairman Rich Quiring explained the formal procedure and that everyone will be given the opportunity to participate and ask questions.

1. Staff presentation-Andy Welti presented to the board the reason for request for a variance. Casey Goff poured a concrete retaining wall on the west side of his house prior to obtaining a permit because he was unaware a permit was needed for a retaining wall and impervious surface. The wall was built directly on the west property line.
2. Applicant's presentation-Casey Goff submitted letter to the Medford City Administrator stating this reasoning for not obtaining a permit. He was unaware of the permits needed and just simply replace the existing fence with a retaining wall. He assumed the fence that was there when he moved in was off the property line the required set back. The put in the retaining wall to improve the look of his property. His neighbors were all fine with his decision.
3. Statements from the public- Pat Merritt mentioned that in the past when a variance was needed for such a case that they did give the home owner a variance but fined them.
4. Concluding the public hearing-Vice Chairman Quiring asked for a motion to conclude the public hearing.

Motion by Cowell, seconded by Barbeau to conclude the public hearing

Planning & Zoning Board  
City of Medford  
Public Hearing for An Ordinance Opting-Out of the Requirements of MN Statutes, Section 462.3593  
September 19, 2016 – 7:00 PM

Vice-Chairman Rich Quiring opened the hearing at 7:25 PM.

Members present: Kris Stinocher, Rich Quiring, Ivan Cowell and Rob Barbeau

Members absent: Ross Olson

Others Attending: Pat Merritt, Andy Welti

Introduction:

The purpose of this public hearing is for the citizens of Medford to address any questions or concerns regarding the proposed ordinance opting-out of the requirements of MN Statutes, Section 462.3593

Vice Chairman Rich Quiring explained the formal procedure and that everyone will be given the opportunity to participate and ask questions.

1. Staff presentation-Andy Welti presented to the board the background of the Temporary Family Health Care Dwelling Legislation.
2. Applicant's presentation-None
3. Statements from the public- None
4. Concluding the public hearing-Vice Chairman Quiring asked for a motion to conclude the public hearing.

Motion by Cowell, seconded by Barbeau to conclude the public hearing.

Discuss the proposal among board members-

5. Action-Recommendations made to City Council.
  - A. Motion by Cowell, second by Barbeau to make a recommendation to City Council to adopt the ordinances as presented.

**ZONING AND PLANNING MEETING**  
**Regular Meeting**  
**September 19, 2016**

*Roll call: Quiring, Stinocher, Cowell, Barbeau*

*Absent: Olson*

*Also in attendance: Andy Welti, Pat Merritt*

Regular meeting called to order by Vice Chairman Quiring at 7:35 p.m.

Agenda – Item B added to New Business

Motion by Barbeau, seconded by Stinocher to approve the amended agenda as presented. Carried.

Minutes from the July 18, 2016 and March 21, 2016 meeting were read.

Motion by Barbeau, seconded by Cowell to accept the July 18, 2016 and March 21, 2016 meeting minutes. Carried.

Chairperson Report From Council Meeting- None

Concerns from General Public-No concerns

Old Business-Ivan Cowell brought up his concerns of the increase amount of trash located along Central Ave due to people walking to and from Casey's Store and littering. He is requesting that we put a letter in the newsletter letting the City of Medford residents know to keep your streets clean.

New Business-

- a. Municipal Building referendum-Mention to board when the dates where
- b. County Notices-Steele county notified City of Medford of new building construction going on outside of city limits.

Next Regular Planning & Zoning meeting is Monday, November 21, 2016.

Motion by Cowell, seconded by Barbeau to adjourn the regular meeting at 8:00 p.m. Carried.

**ZONING AND PLANNING MEETING**  
**Regular Meeting**  
**November 21, 2016**

*Roll call: Quiring, Stinocher, Cowell, Barbeau*

*Absent:*

*Also in attendance: Andy Welti, Pat Merritt*

Regular meeting called to order by Vice Chairman Quiring at 7:00 p.m.

Agenda – No changes

Motion by Cowell, seconded by Barbeau to approve the agenda as presented. Carried.

Minutes from the September 19, 2016 meeting were read.

Motion by Cowell, seconded by Barbeau to accept the September 19, 2016 meeting minutes. Carried.

Chairperson Report From Council Meeting- Andy was present at meeting and noted that Casey Goff was granted the variance he requested. The council also opted out of the requirement of the MN statutes, Section 462.3593.

Concerns from General Public-No concerns

Old Business-None

New Business-Ross Olson resigned from the Zoning Board due to work conflicts and would not be able to make scheduled meetings.

a. Shoreland Ordinance Discussion-Zoning Board decided that we wanted to further discuss adopting an ordinance. No timeline to this is planned. We will discuss again at January 16, 2017 meeting.

Next Regular Planning & Zoning meeting is Monday, January 16, 2017.