

Friday, September 07, 2018

**City of Rice Lake PLANNING and Zoning COMMISSION  
MEETING MINUTES  
August 21, 2018**

The meeting was called to order at 6:00 p.m. by Chair Steve Kossett. The Pledge of Allegiance was recited by those in attendance. Present for the meeting were Chair Steve Kossett; Commission Members Kathy Meyer, John Hegstrom, and Katie Vukelich; Zoning Administrator Teresa Koivula, City Councilor Liaison Suzanne Herstad. Absent were Bill Rosenbush and Bob Whitmyer. Guests in attendance were City Council members Robert Quade, and Greg Andrews.

Kathy M. made a motion to approve the agenda with a second by John H. All vote in favor. Motion carried.

Kathy M. made a motion to approve the July 17, 2018 meeting minutes with a second by John H. All vote in favor. Motion carried.

**BUSINESS FROM THE FLOOR:** Councilor Bob Quade addressed the Planning and Zoning Commission to announce that the Duluth International Airport (DIA) has been awarded an 8.6 million dollar federal grant for infrastructure improvements. Teresa stated the Duluth International Airport (DIA) is working on repairing the existing 9/27 Runway and Taxiways; and pursuing an extension to the 3/27 Runway. Simultaneously, DIA and the Joint Airport Zoning Board (JAZB) are working with MN Department of Transportation (MNDOT) Aeronautics to address concerns in the 1988 Duluth International Airport Zoning Ordinance that is in place and utilized today. Many technological advancements have been made to aircrafts, radar systems and pilot education since 1988. The DIA is a vital asset to the regions economics, including employment. MNDOT worked with airports throughout the State of MN addressing airport zoning concerns; the Airport Zoning Reform Bill was then introduced in the 2017 and 2018 legislation. Steve Kosset indicated the House and Senate passed the statewide Airport Ordinance Reform Bill, but the Omnibus Bill was vetoed by the Governor. Teresa shared that the language in the Joint Airport Zoning Ordinance affects our local communities in terms of safety, allowed uses, density and height of structures that are located in the Airport Safety Zones; A, B and C Zones. The JAZB consists of individuals from the City of Rice Lake, Canosia Township, City of Hermantown, City of Duluth and St. Louis County Commissioners. The Board meets to find solutions that will work for all communities related to Airport Zoning, and the public is always welcome to add input at the meetings. Any changes to the existing 1988 DIA Zoning Ordinance will follow State procedures including public hearings. Councilor Greg Andrews stated that it is important to know that MNDOT Aeronautics is listening to representatives from airports across the state of Minnesota to better understand how we can revise current Airport Zoning Language that can assist a variety of airports and those communities that surround each airport, whether the community is farmland, or high density communities. Once the JAZB obtains approval from the state on changes to the DIA Zoning Ordinance, then it will go through the public hearing process for approval. Councilor Suzanne Herstad indicated there are two pieces to work through; federal funding for improvements and the Airport Zoning Reform Bill.

**CORRESPONDENCE:** Teresa presented a thank you note received on July 31, 2018. The thank you is addressed to the Planning and Zoning Commission for their help in addressing the concerns of the community and providing feedback that will assist Christiansen Sauna in bringing their property into compliance with the Zoning Ordinance and granting a home business certificate.

**NEW BUSINESS:** Teresa provided the Commission copies of two new Ordinances that were adopted by City Council; Ordinance #47, Administrative Enforcement of Code Regulations, and Ordinance #49 Public Nuisances. The new ordinances can be utilized in association with violations that occur within the City, whether it is with the Building Department, Animal Control, Utilities, Zoning or Administrative. Ordinance #47 and #49 require an approval process through City Council. Property owners in violation will always receive a letter requesting the violation be abated; if positive results are not obtained in abating the violation, depending on the situation and

the ordinance that is relied upon, further action can be taken including citations, fines, property liens, hearings or court proceedings. Councilor Suzanne Herstad indicated that It is the intent of the City to work with the property owner to bring their property into compliance, but in some situations where no compliance is obtained, further action may be taken with the new ordinances.

**UNFINISHED BUSINESS:** Teresa indicated that the conference room is available for the November 14, 2018 Government Training Services Virtual Land Use Training Class, "Your Role as Planning Commissioner" The class is from 1:00 PM – 4:00 PM, conducted at City Hall Conference Room. John H. motioned that this class be scheduled for November 14, 2018 with a second by Kathy M. Motion carried.

Ordinance #22 updates from the work meeting were presented. The Commission discussed revisions to definitions; performance standards, i.e., screening, home business, recreational vehicles. Land Use Control clarifications and the addition of Interim Use permits.

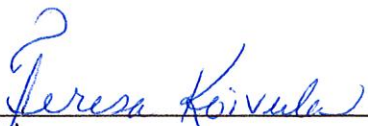
**Joint Airport Zoning Board (JAZB):** Steve stated the next JAZB meeting is on Thursday, October 16th, 2018; 3:30 PM.

**Next Meeting Date:** Having nothing further to discuss, John made a motion to adjourn the meeting with a second by Kathy. All vote in favor. Motion carried, and the meeting was adjourned at 8:51 P.M.

Respectfully submitted,

  
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Steve Kossett, Chair

9-18-18  
Date

  
\_\_\_\_\_  
Teresa Koivula, Zoning Administrator

9-18-18  
Date