

**CITY OF COHASSET
PLANNING COMMISSION MINUTES
305 NORTHWEST FIRST AVE., COHASSET, MINNESOTA
WEDNESDAY, March 10, 2016 – 6:00 p.m.**

Call Meeting to Order: Chair Steve Brown called the meeting to order at 6:05 p.m.

1. **New Planning Commissioner Gary Wheelock** was welcomed and given the oath of office.

2. **Roll Call**

- a. **Voting Members Present:** Steve Brown, Josh Casper, Johnnie Fulton, Steve Otto, and Gary Wheelock
- b. **Absent with Notice:** Lois Kirschbaum and John Chell
- c. **Ex-Officio Members Present:** Zoning Officer Greg Tuttle
- d. **Others Present:** City Attorney John Licke

3. **Review and Approve the Agenda:**

Additions: None

Deletions: None

A motion was made by Fulton/Otto to approve the agenda as presented. Voting in favor: Brown, Casper, Fulton, Otto, and Wheelock; voting against: none; absent: Kirschbaum and Chell. Motion carried.

4. **Resident Input** – None

5. **Review & Approve Planning Commission Minutes of February 3, 2016:** *A motion was made by Casper/Otto to approve the February 3, 2016 minutes with one correction. Voting in favor: Brown, Casper, Fulton, Otto, and Wheelock; voting against: none; absent: Kirschbaum and Chell. Motion carried.*

6. **Rezone/Text Amendment Process:** After discussion, *a motion was made by Otto/Fulton for the Planning Commission to make a recommendation to City Council to approve the rezone text amendment as proposed. Voting in favor: Brown, Casper, Fulton, Otto, and Wheelock; voting against: none; absent: Kirschbaum and Chell. Motion carried.*

7. **The Ad Hoc Sign Committee Recommendation:**

- 1. proposed changes to zoning ordinance section 10.103 regarding signs as follows:
 - a. Delete “occasional or incidental” language
 - b. Prohibit off-premise commercial advertising signs
 - c. Maximum 150 SF for freestanding signs
 - d. Maximum 250 SF cumulative sign area including wall, canopy, and awning signs
 - e. Only one face counts toward square footage limits (including multi-faceted signs)
- 2. Discuss allowing static off street commercial advertising signs either in:

- a. Specified districts on the edges of town along Highway 2 (have to define boundaries of districts)
- b. At separation distances along Highway 2 of:
 - i. 1000 feet
 - ii. 2000 feet
 - iii. 2500 feet
 - iv. 3000 feet

After discussion, ***a motion was made by Casper/Fulton for the Planning Commission to recommend to City Council to approve recommendation number one (1.) as outlined below:***

1. Proposed changes to zoning ordinance section 10.103 regarding signs as follows:
 - a. Delete “occasional or incidental” language
 - b. Prohibit off-premise commercial advertising signs
 - c. Maximum 150 SF for freestanding signs
 - d. Maximum 250 SF cumulative sign area including wall, canopy, and awning signs
 - e. Only one face counts toward square footage limits (including multi-faceted signs)

Voting in favor: Brown, Casper, Fulton, Otto, and Wheelock; voting against: none; absent: Kirschbaum and Chell. Motion carried.

After discussion, Casper amended his motion to recommend City Council approval of recommendation number one (1.) to include the addition of item f. specifying static images only.

8. Comprehensive Plan Review: Discussion ensued regarding the goals of the Comprehensive Plan. It was agreed that the Planning Commission should be pro-active rather than reactionary. After much discussion, it was agreed to proactively pursue the issue of water quality to include well testing and lake water. ***A motion was made by Brown/Fulton to put this item on the next agenda and request that Fulton present the information she has reviewed and the issues identified. Voting in favor: Brown, Casper, Fulton, Otto, and Wheelock; voting against: none; absent: Kirschbaum and Chell. Motion carried.***

Adjourn: Chair Steve Brown adjourned the meeting at 7:50 p.m.

Submitted by Deputy Clerk Karen Mester

Approved: 4/6/2016