

**MELROSE PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, JUNE 24, 2024– 6:00 P.M.**

A.I. #1 CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Melrose Planning and Zoning Commission met in a Regular Meeting on Monday, June 24, 2024, at 6:00 p.m. pursuant to due notice being given thereof. Present were Commission Members Jason Seanger, Shawn Mayers Dave Berscheit, Nick Shaw, Joelene Wieling, and Community Development Director Sheila Hellermann. Commission Member Jean McDonald was absent. Chair Jason Seanger called the meeting to order.

The Pledge of Allegiance was recited.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Mr. Berscheit, seconded by Mr. Mayers and unanimously carried to approve the agenda as amended.

A.I. #3 APPROVAL OF MINUTES

A motion was made by Ms. Wieling, seconded by Mr. Mayers and unanimously carried to approve the minutes from the Commission's May 20, 2024, Regular Meeting.

A.I. #4 PUBLIC HEARING

- a. The Melrose Planning and Zoning Commission acting as the Board of Adjustments and Appeals held a Public Hearing at 6:00 p.m. on Monday, June 24, 2024, at the Melrose City Center, 225 1st Street NE, Melrose, MN, for the purpose of giving consideration to a request submitted by the City of Melrose for the Preliminary and Final Plat for Melrose I-94 Industrial Park Second Addition.

The Affidavit of Publication of the Public Hearing Notice, which was published in the Star Post on Wednesday, June 12, 2024 along with the Affidavit of Posting of Notices of Public Hearing are included in the documents.

Community Development Director Sheila Hellermann provided an overview of the request for re-platting of the Melrose I-94 Industrial Park. This will allow Carstens Industries to have a wider lot, avoiding the wetland with their expansion plan and an opportunity to replat the north lots.

Chair Seanger asked if there was any public comment. There being no further comments, the Public Hearing was closed at 6:06 p.m.

- b. The Melrose Planning and Zoning Commission acting as the Board of Adjustments and Appeals held a Public Hearing at 6:06 p.m. on Monday, June 24, 2024, at the Melrose City Center, 225 1st Street NE, Melrose, MN, for the purpose of giving consideration to a request submitted by Robert and Theresa Mueller for the Preliminary Plat for Melrose Highlands North.

The Affidavit of Publication of the Public Hearing Notice, which was published in

the Star Post on Wednesday, June 12, 2024 along with the Affidavit of Posting of Notices of Public Hearing are included in the attached documents.

Community Development Director Hellermann provided an overview of the request submitted by Robert and Theresa Mueller for the Preliminary Plat for Melrose Highlands North.

Chair Seanger asked if there was any public comment. There being no further comments, the Public Hearing was closed at 6:10 p.m.

A.I. #5 REPORTS

- a. Community Development Director Sheila Hellermann reported that the city has entered into a purchase agreement with Roach Development for the 25 lots in Railroad West. Roach Development will have a site plan for the city in the next 30 days. The Comprehensive Plan process is continuing to move along.

A.I. #6 ACTION ITEMS

- a. The Commission earlier this evening held a Public Hearing for the purpose of giving consideration to a request submitted by the City of Melrose for the Preliminary and Final Plat for Melrose I-94 Industrial Park Second Addition.

A motion was made by Ms. Wieling, seconded by Mr. Mayers and unanimously carried to approve the Planning Report as presented. A motion was then made by Mr. Berscheit, seconded by Mr. Shaw and unanimously carried recommending Council approval of the Preliminary and Final Plat for Melrose I-94 Industrial Park Second Addition.

- b. The Commission earlier this evening held a Public Hearing for the purpose of giving consideration to a request submitted by Robert and Theresa Mueller for the Preliminary Plat for Melrose Highlands North.

A motion was made by Ms. Wieling, seconded by Mr. Berscheit and unanimously carried to approve the Planning Report as presented. A motion was then made by Mr. Mayers, seconded by Mr. Berscheit and unanimously carried recommending Council approval of the Preliminary Plat for Melrose Highlands North.

A.I. #7 UNFINISHED BUSINESS

- a. Staff has been waiting for guidance from the League of Minnesota Cities on how to amend the zoning ordinance to allow for, but provide limitations, on cannabis businesses which are now legal in Minnesota. We currently have a moratorium until the end of 2024 while we research other cities. The state is not set up yet to issue licenses, but it is expected soon. The Planning and Zoning Commission discussed the zoning districts where cannabis businesses would be allowed. The Planning and Zoning Commission is recommending it not be allowed in the C-5 district. It was also recommended to maintain similar distances from schools and churches as our existing adult business ordinance.

A.I. #8 NEW BUSINESS

None

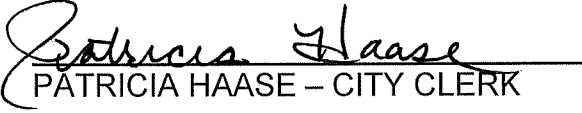
A.I. #9 INFORMATIONAL ITEMS

- a. The Commission's next meeting is scheduled for Monday, July 29 at 6:00 p.m.

A.I. #10 ISSUES BY PLANNING AND ZONING COMMISSION MEMBERS

A.I. #11 ADJOURNMENT

A motion was made by Mr. Mayers seconded by Mr. Berscheit and unanimously carried that the meeting be adjourned at 6:40 p.m.


PATRICIA HAASE – CITY CLERK