

**City of Chisholm Planning Commission**  
**Monday, October 4, 2010**  
**Regular Meeting Minutes**  
**Chisholm City Hall**

1. **Call to Order** –Jonathan Spector called the Regular Meeting to order at 5:33 PM.
2. **Roll Call** – Present at roll call: Council Rep. Steve Cook, Chairperson Jonathan Spector, and members Greg Skalko, and Mike Yonkovich. Others Present: Building and Zoning Official Steve Erickson.
3. **Public Participation-**
  1. Amy C. Rice introduced herself as the new Chisholm Development & Economic Director, and expressed the EDA and her involvement in updating the comprehensive plan, and acquiring grants to help the City of Chisholm in producing the update. Also, stating the importance of the Planning and Zoning Commission involvement.
  2. Bill Schleppegrell 215 NW 2<sup>nd</sup> Street explained the issue of his recently constructed retaining wall. He showed pictures of other retaining walls, and discussed his reasons for the PC Request.
4. **Adopt the Agenda** – Motion by Steve Cook to add; Appoint a planning commission representative to the Economic Development Association as number 2 under new business in the agenda, and delete number 1 under old business, Wind energy ordinance review. Second was made by Mike Yonkovich to adopt the revised agenda. Yes votes – by all. Motion carried.
5. **Approve the Minutes** – Motion to approve minutes of August 2, 2010 regular meeting made by Steve Cook and seconded by Mike Yonkovich. Yes votes – All. Motion carried.
6. **Correspondence/Consent Agenda** – A letter and attached drawing from Benchmark Engineering Inc. based on the request to improve a previously platted easement by constructing a road through a platted easement to Balkan from Windy Hill Addition, see number 4 in old business.
7. **Old Business**
  1. ~~Wind Energy Ordinance review~~ “This was taken off the agenda.”
  2. Review of the City Ordinances, chapter 11. (Discussion only)
  3. The annexation plan by the PC is to be submitted to the City Council and attorney for review. As per last meeting; First, the planning commission put together a yearly 60 acre approach to annexation. Second, a four step phase in approach was mapped out as an alternative to shorten the time line of the yearly approach. Third, a complete squaring off of the corporate boundary line is an approach to annexation in a single corporate boundary update agreement for the entire property of interest. (See maps) The Planning Commission requests the council to form a committee to engage in talks with the Balkan Board representatives as per the previously mentioned approaches for a non-hostile advance in an annexation for a corporate boundary update. This is not a purchase of land by the City of Chisholm in the Balkan Township, it is only a Corporate Boundary Change.

4. Windy Hill Easement, "Road Maintenance Agreement". See letter and drawing. Motion to table for more information made by Greg Skalko and seconded by Steve Cook. Yes votes – All. Motion carried.

5. East Lake street Platting Planning Zoning Request, information update only.

## **8. New Business**

1. Bill Schleppegrell request (Retaining Wall and rock in easement located at 215 2<sup>nd</sup> Street NW). Motion to approve as is, but with conditions as follows: Remove to the one foot set-back per city ordinance if wall and rip-wrap rock is damaged and in need of repair, and pay for a permit through the building and zoning department, made by Greg Skalko and seconded by Jonathan Spector. Yes votes – All. Motion carried.

2. Appoint a planning commission representative to the Economic Development Association; A motion was made by Jonathan Spector to allow Council Rep. Steve Cook to be a representative to the planning commission. Mr. Cook will be a non EDA board member as a liaison for information gathering purposes only, reporting EDA topics to the PC. A second was made by Mike Yonkovich. Yes votes – All. Motion carried.

## **9. Commissioner's Reports/Other Reports –**

- **Greg Skalko** – No report
- **Jonathan Spector** – Discussion: Not in agreement with narrowing streets in the NE construction project.
- **Steve Cook** – No report
- **Tom Tahija** – No report
- **Mike Yonkovich** – Discussion: Not in agreement with using yellow garbage bags

**10. Next Meeting** – October 4, 2010 at 5:30 PM.

**11. Adjourn Meeting** – Motion to adjourn the meeting of September 13, 2010 by Mike Yonkovich and seconded by Jonathan Spector at 7:06 P.M. Yes votes – All. Motion passed unanimously.

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Chairperson, ~~Jonathan Spector~~  
Tom Tahija in the absence of Jonathan Spector

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Secretary: Steve Cook Typed by: SDE