

City of Chisholm Planning Commission
Monday, June 7, 2010
Regular Meeting Minutes
Chisholm City Hall

1. **Call to Order** – Greg Skalko called the Regular Meeting to order at 5:40 PM. Chair person, Jonathan Spector called in earlier today saying he had to work late this evening and would not be able to make it to this meeting.
2. **Roll Call** - Present: Tom Tahija, Greg Skalko, Mike Yonkovich, and Council Rep. Steve Cook. Others Present: Zoning Official Steve Erickson, City Engineer Jim Johnson, and SEH representative Brad Reifsteck. Absent: Jonathan Spector
3. **Public Participation**- None
4. **Adopt the Agenda** – Motion by Steve Cook to change order of old business. Switch the East lake Street Plat review #3 item with Wind Energy ordinance review #1 to allow the engineer to speak on the topic early in the meeting so he can attend his next meeting appointment. Second was made by Mike Yonkovich to adopt the revised order of the agenda. Yes votes – by all. Motion carried.
5. **Approve the Minutes** – Motion to approve minutes of April 5, 2010 regular meeting & public hearing made by Steve Cook and seconded by Greg Skalko. Yes votes – All. Motion carried.
6. **Correspondence/Consent Agenda** – Steve Cook handed out Hibbing’s copy of a “preliminary wind ordinance”.
7. **Old Business**
 1. East Lake Street re-plat (City Engineer, Jim Johnson presented the preliminary plat)
 - The plat consists of a cul-de-sac with five lots for the development of 5 residential R-2 homes.
 - The direction of the Planning Commission is to review and approve the preliminary plat, vote on a street name, and name the plat following the guidelines in our city ordinances. The City of Chisholm shall vacate Lot #4, Lakeview Third Addition to Chisholm for the new plat consisting of five lots as per state regulations.
 - Motion to approve the preliminary plat made by Steve Cook and seconded by Greg Skalko. Yes votes – All. Motion carried.
 - Motion to approve the street name of (5th Avenue South East) made by Steve Cook and seconded by Tom Tahija. Yes votes – All. Motion carried.
 - Motion to approve the plat name of (Nelson Addition to Chisholm) made by Greg Skalko and seconded by Mike Yonkovich. Yes votes – All. Motion carried.
 - As for “Effectively Planning For USPS Delivery Service, the commission made a motion to approve the developer to locate the cluster mailbox unit for Centralized Mail Delivery as follows; The “common space” for the cluster mailbox unit shall be on the East Side of the cul-de-sac street and curb, yet still in the easement of 5th Avenue South East, one hundred fifty feet South of the center of East Lake Street, made by Tom Tahija and seconded by Steve Cook. Yes votes – All. Motion carried.

2. Annexation update and review presented by Steve Cook. The planning commission is to put together a yearly approach to annexation. The plan is to be forwarded to the City Council for review and to engage in talks with the Balkan Board representatives covering varying ways of non-hostile approaches to annexation. A plan from the Planning Commission will be reviewed at the next meeting prior to submittal.

3. Wind Energy Ordinance; Steve Cook discussed the preliminary copy of Hibbing wind ordinance. Member will review for next meeting.

4. Review of the City Ordinances, chapter 11. (Discussion only)

8. New Business

1. The Planning Commission Members agreed on looking for dilapidated buildings in town and bring their list to the next meeting to prioritize those to be placed on the demolition schedule.

9. Commissioner's Reports/Other Reports –

- **Greg Skalko** – No report
- **Jonathan Spector** – No report
- **Steve Cook** – No report
- **Tom Tahija** – No report
- **Mike Yonkovich** – No report

10. Next Meeting – July 12, 2010 at 5:30 PM.

11. Adjourn Meeting – Motion to adjourn the meeting of June 7, 2010 by Tom Tahija and seconded by Steve Cook at 7:11 P.M. Yes votes – All. Motion passed unanimously.

Chairperson, Jonathan Spector

Secretary: Steve Cook Typed by: SDE