CITY OF TIOGA

Planning & Zoning Commission Meeting Minutes November 17, 2016

A meeting of the Planning & Zoning Commission of the City of Tioga was called to order at 6:30 p.m. on Thursday, November 17, 2016, at the Tioga City Hall, by Planning & Zoning Commission President Travis Wittman.

PRESENT: Planning & Zoning Commission Members Travis Wittman, Eli Auger. Don Zacharias

ABSENT: Barry Ramberg, Daryn Pederson

Guest: Dan Larson, Dennis Rehak, Joy Bickler, Katie Lucy, Antonio Conti

Minutes: Auger made a motion to approve the special meeting minutes from August 11th and the regular meeting from August 12th, 2016, second by Zacharias. Roll call: Ayes: Auger, Zacharias and Wittman.

**Modifications/Approval of Agenda**

None

**Old Business**

None

**New Business**

**Wayne Knutson, Conditional Use Application** – Wittman called on Dan Larson to explain the letter that was received on November 17th from the State concerning the water well on the property and the amount of connections that is permissible without needing to follow the requirements of the Safe Drinking Water Act. The number of service connections must not exceed 15 or an average of 25 people per day. Sharla Shafer Candelaria, the owner of the Trailer Park, explained she does not own the property she is leasing from Wayne Knutson. Conti made a suggestion to Candelaria that she connect to city water as this would solve the issue. **Zacharias made a motion to approve the conditional use application for one year on condition all requirements are met based on the letter from the State and the sites must be labeled, second by Auger. Roll call: Ayes: Auger, Zacharias, and Wittman**

**Dennis Rehak, Conditional Use Application -** Larson presented the conditional use application for office trailers in the event Boots and Smith return next year. **Auger made a motion to approve for one year, second by Zacharias. Roll call: Ayes: Auger, Zacharias, and Wittman**

**Emprise Group, Conditional Use Application -** Kevin Czarnecki presented his conditional use application for 8 RV hookups. Larson stated he needs to look into the address that was given to Czarnecki’s property. **Zacharias** **made a motion to approve for one year based on address verification and labeling of individual sites, second by Auger** **Roll call: Ayes: Auger, Zacharias, and Wittman**

**Kathleen Neset, Conditional Use Application –** Roxy Uhlich presented the conditional use application on behalf of Kathleen Neset for 2 trailer sites for temporary housing. **Auger made a motion to approve for one year and label the sites, second by Zacharias.** **Roll call: Ayes: Auger, Zacharias, and Wittman**

**Big Tex RV, Conditional Use Application –** Larson presented the conditional use application and stated the lots/sites must be identified if application is approved. **Auger made a motion to approve for one year with the condition the sites are identified, second by Zacharias.** **Roll call: Ayes: Auger, Zacharias, and Wittman**

**Jim and Veronica McGinnity, Conditional Use Application -** Larson presented the conditional use application for 2 RV sites and stated the lots/sites must be identified if application is approved and he will also research the address on this property also. **Zacharias made a motion to approve for one year with the condition the sites must be identified, second by Auger. Roll call: Ayes: Auger, Zacharias, and Wittman**

**Oil Capital Ready Mix, Conditional Use Application -** Dylan Schneider presented the conditional use application for 6 to 8 camper sites and stated they were placed around the building. Schneider also stated that each spot has their own electrical spot and he can label the box. **Zacharias made a motion to approve for one year with the condition the sites must be identified, second by Auger. Roll call: Ayes: Auger, Zacharias, and Wittman.**

**Vernon Nelson, Preliminary Plat –** Larson stated the preliminary plat is for BNSF as they are acquiring a portion of land from Nelson to widen their track. **Auger made a motion to approve the preliminary plat, second by Zacharias.** **Roll call: Ayes: Auger, Zacharias, and Wittman**

**Dan Larson Updates** – Larson stated that Katie Lucy was on the agenda for a zone change, however to do a zoning change to industrial she would not be able to run a business in the garage and also live in the residence. They are going to apply for a conditional use and she will be on December’s agenda. Larson also stated that he is going to start working with Antonio Conti on the Zone map to get it updated.

**With no further business the meeting of the Tioga Planning and Zoning was adjourned by unanimous vote moved by Auger second by Zacharias at 7:28 p.m. call: Ayes; Auger, Zacharias and Wittman**

**The next regular meeting of the Tioga Planning and Zoning is scheduled for Thursday December 15, 2016 at 6:30pm, to be held at the Tioga City Hall.**

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 Travis Wittman, City Planning & Zoning Board Member

ATTEST:

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Desiree Hanson, Deputy Auditor