

**THE REGULAR MEETING OF THE PLANNING COMMISSION BOARD HELD ON JANUARY 26,
2015, AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 7:00 P.M., by Jack Edmonds. Members present were Jeff Reynolds, and Chad Heitschmidt. Staff present were Jolene Foss (Comm. Dev. Director), Mary Lou DeWitt (Comm. Dev. Assistant), and Charles Rickart (WSB Traffic Engineering).

Absent was Eldon Johnson.

OATH OF OFFICE:

Jack Edmonds took the Oath of Office.

ELECTION OF OFFICERS:

HEITSCHMIDT NOMINATED JACK EDMONDS FOR PLANNING COMMISSION CHAIR.
HEITSCHMIDT MOVED, REYNOLDS SECOND, TO CLOSE THE NOMINATIONS. UPON THE VOTE FOR JACK EDMONDS FOR PLANNING COMMISSION CHAIR, THERE WERE 3 AYES, 0 NAYS.
MOTION CARRIED.

EDMONDS NOMINATED CHAD HEITSCHMIDT FOR PLANNING COMMISSION VICE CHAIR.
EDMONDS MOVED, REYNOLDS SECOND, TO CLOSE THE NOMINATIONS. UPON THE VOTE FOR CHAD HEITSCHMIDT FOR PLANNING COMMISSION VICE CHAIR, THERE WERE 3 AYES, 0 NAYS.
MOTION CARRIED.

EDMONDS NOMINATED JEFF REYNOLDS FOR PLANNING COMMISSION SECRETARY. EDMONDS MOVED, HEITSCHMIDT SECOND, TO CLOSE THE NOMINATIONS. UPON THE VOTE FOR JEFF REYNOLDS FOR PLANNING COMMISSION SECRETARY, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

APPROVAL OF MINUTES OF REGULAR MEETING ON DECEMBER 15, 2014

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO APPROVE THE MINUTES OF DECEMBER 15, 2014. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS/DELETIONS: NONE

PUBLIC HEARING:

A. #15-01 Conditional Use Permit at 307 13th Avenue North
City Administrator wrote the following memo:

Before the Commission is a zoning request to issue a Conditional Use Permit to allow a residential property owner to have more than 3 dogs at their resident. An issue is a contradiction in the city ordinances relating to kennel licensing in the city.

Specifically, the contradiction is that the city ordinances in that Section 500.60, Paragraph (B) of the city code clearly states that kennels are not allowed within Princeton:

Kennel as a nuisance. *Because the keeping of three or more dogs or cats on the same premises is subject to great abuse, causing discomfort to persons in the area by way of smell, noise, hazard and general aesthetic depreciation, the keeping of three or more dogs or cats on the premises is hereby declared to be a nuisance, and no person shall keep or maintain a kennel within the city.*

So our ordinances say ‘three or more’ is a kennel but our zoning ordinance defines a kennel as:

Kennel – *Any place where more than three domestic animals over eight months of age are owned, boarded, bred, trained or offered for sale, but not including veterinary clinics, and then goes on to allow kennels in:*

- 1. The B-2 Neighborhood district as a Conditional Use so long as there is no overnight boarding (1.e. “Paws Up for U”), and*
- 2. The B-3 General Business District as an Interim Use when part of a Veterinary Clinic.*

The two ‘commercial’ uses appear to make sense, but the Ordinance goes on to allow kennels in:

- 3. The R-1 Zone as a Conditional Use, and*
- 4. The R-2 Zone as a Conditional Use, and*
- 5. The R-3 Zone as a Conditional Use.*

I checked with both the City Attorney and with the Chief Counsel at the League of Minnesota Cities (LMC). Based on those discussions, it’s suggested that the Planning Commission hold the hearing as scheduled and make sure any testimony (including discussion by the Commission) is entered into the record. The Planning Commission should then recommend that the City Council adopt an interim ordinance putting a moratorium on the issuance of any kennel permits which will give the city time to further research the issue and return with a recommendation for how the ordinances should be adjusted.

In the meantime, the current application will be held in abeyance until a decision on ordinance amendments is made. The recommended time for the moratorium is six (6) months.

A copy of the recommended interim ordinance is attached for your review and consideration.

*****End of Staff Memo*****

Lois Foster, applicant wrote the following memo:

Greetings Planning Commission

*I am applying for a Kennel License/Conditional Use
I have been a resident of Princeton since July 2009
My back yard is completely fenced*

*I currently have 3 resident dogs & 1 old cat
Penny 8 year old 20 pound Shitzu
Boo 10 year old 10 pound Shitzu/Bischo
Princess 2 year old 6 pound Chihuahua Mix
Xena 15 year old 15 pound Yellow Tabby
All have been spayed/neutered*

*I am in the process of adopting Sandy
Approximately 7 years old – Chihuahua/Pomeranian Mix about 8 pounds*

*When the dogs are let outside they are not out long – I do call them in when barking is heard –
Dogs do bark- They are not running in the neighborhood- They are all well fed & cared for*

*In addition to my resident dogs, I foster dogs for Ruff Start Rescue of Princeton – The most dogs
I have at one time are 9 (4 of my own & 5 fosters) – They stay with me until they are adopted –
There is no certain time frame for how long the foster dogs will be with me – I prefer the little
old ladies – The same applies here as above – They are not outside long & brought in
immediately when barking ensues*

*Please grant my application – You would make this little old lady very happy
Thank you for your consideration*

Lois Foster of Princeton January 6, 2015

*****End of Memo*****

Foss asked Lois Foster, applicant if she would step up front so she could address some questions. Foss said she had called Foster and told her the City Administrators recommended to hold the public hearing as scheduled and the Planning Commission should recommend that the City Council adopt an interim ordinance putting a moratorium on the issuance of any kennel permits which will give the city time to further research the issue. Foss said she told Foster that the foster dogs she has she should try to adopt out and not take in any additional dogs.

Edmonds said the conflict is kennels are not allowed and nothing addresses foster pets.

Heitschmidt asked Foster if she has foster dogs now.

Lois Foster said yes she has four foster dogs. She has small kennels in the house with their doors open so the dogs can go in and out of them. She only takes in little dogs. She monitors the dogs when they are outside in the fenced area. She would like to adopt one more. She had dogs when she moved here and two had died and she had gotten more. She would like to continue to foster. She believes this is really important and would like to continue it. How would she help the rescue if she cannot do the foster care.

Edmonds said she cannot have anymore dogs taken into her house at this time. The Ordinance will need to be reviewed and amended.

Foss told Foster that she cannot take in anymore dogs. Some of the items the Ordinance amendment will have to address is how we track the foster animals, license them, and even if one gets lost. We recognize that there are areas that have not been addressed.

Edmonds opened the public hearing.

Diane Krueger, said she lives in Milaca and works with the Ruff Start Rescue Program. Ruff Start Rescue currently has 200 foster homes throughout the State. This is a large organization and all dogs that are fostered are checked over by the veterinarian and have been spayed or neutered. They are also micro chipped. The dogs go through a program where they are safe to go into a home. The small dogs are adopted quicker.

Foss asked what the time limit is for a home to have a foster dog.

Krueger said there is no time limit of having a foster dog in your home. It is hard when you bond with the dog, but the foster person has training and know that the dog will be given to a good home. Most of the dogs have lived where they have not had attention so they bond with the foster person.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

Foss informed the Planning Commission Board that she did receive an email from Michele McPherson from the Mille Lacs County Ag Society that if the Conditional Use Permit is granted a condition she would suggest would be ensuring proper control and containment of the animals be imposed to avoid animals running loose on the Fairgrounds.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO RECOMMEND TO THE CITY COUNCIL THAT THEY ADOPT AN INTERIM ORDINANCE PUTTING A MORATORIUM ON THE ISSUANCE OF ANY KENNEL PERMITS WHICH WILL GIVE THE CITY TIME TO FURTHER RESEARCH THE ISSUE AND RETURN WITH A RECOMMENDATION FOR HOW THE ORDINANCES SHOULD BE AMENDED. THIS

APPLICATION WILL BE HELD UNTIL A DECISION ON ORDINANCE AMENDMENTS IS MADE. THE RECOMMENDED TIME FOR THE MORATORIUM IS SIX (6) MONTHS. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

B. #15-02 Conditional Use Permit for new Princeton Public K-2 School

Community Director wrote the following memo:

BACKGROUND

Princeton Public Schools Independent School District 477 has submitted an application for a Conditional Use Permit in order to construct a new 102,000 square foot educational building, an expansion to an existing parking lot, a new bus lot that will hold up to 34 busses, as well as provide event parking, a new playground, concrete walks, a loading dock, outdoor classroom, and new athletic fields. The property described as CITY OF PRINCETON, NW OF NE, EX PART TAKEN FOR CO RD & EX E 150 FT OF W 586.05 FT OF N 100 FT, Section 28, Township 36, Range 26, PID #24-028-1300

ANALYSIS

This facility will be located north of the existing North Elementary School at the intersection of 12th Street North and 7th Avenue North. The new building will consist of 11 classrooms and an additional flex room for all grades which will provide learning space for up to 766 students.

ZONING DISTRICT: *The location is zoned R-1.*

The following uses are permitted subject to the issuance of a Conditional Use Permit: School and educational buildings.

GENERAL CUP REVIEW STANDARDS

Subsection 3.B of Chapter IV outlines the standards for review of a Conditional Use Permit:

1. *The proposed use does not violate the health, safety, or general welfare of Princeton residents.*

Comment: *No characteristics of the proposed use appear that they may violate the health, safety or general welfare of the Princeton residents.*

2. *The proposed use has been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution and sedimentation.*

Comment: *City Engineer has addressed issues relating to stormwater runoff. (See attachment)*

3. *Adequate parking and loading is provided in compliance with the Ordinance.*

Comment: *Adequate parking and loading design is in compliance with the ordinance.*

4. *Possible traffic generation and access problems have been addressed.*

Comment: *The potential traffic impacts and improvements needed have been addresses in the traffic study.*

5. *The purposed use can be accommodated with existing public services and will not overburden the city's service capacity.*

Comment: *All issues regarding city services have been addressed by the City Engineer. (See attachment)*

6. *The proposed use conforms to the City's Comprehensive Plan and is comparable with present and future land uses of the area.*

Comment: *Growth and expansion, including the development of new educational facilities is in alignment with the City's Comprehensive Plan and shows compatibility within the neighborhood.*

*****End of staff memo*****

Mandy Backstrom, (Anderson-Johnson Associates, Inc) wrote a brief narrative for the Princeton Primary School:

This projects primary goal is to provide a new school building for K-2 students in the Princeton School District. The new building will consist of 11 classrooms and an additional flex room for all grades which will provide learning space for up to 766 students. Include in the project is a new 102,000 square foot building, an expansion to an existing parking lot, a new bus lot that will hold up to 34 busses as well as provide event parking, a new playground, concrete walks, loading dock, outdoor classroom, and new athletic fields.

*****End of applicant narrative*****

Edmonds opened the public hearing.

John Trunk, 1209 ½ 7th Avenue North, asked if there is going to be City sewer and water connected along 7th Avenue North.

Edmonds said those questions will be answered at the Site Plan Review.

Foss said there will be City sewer and water, but is not sure the direction it will go.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

REYNOLDS MOVED, SECOND BY HEITSCHMIDT, TO APPROVE THE CONDITIONAL USE PERMIT FOR THE NEW PRINCETON K-2 PRINCETON PUBLIC SCHOOL THAT WILL BE 102,000 SQUARE FOOT BUILDING IN AN R-1 RESIDENTIAL DISTRICT. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:

1. Does the proposed use violate the health, safety or general welfare of the Princeton residents? No.

2. Has the proposed use been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution, and sedimentation (if applicable)? Yes.
 3. Is adequate parking and loading provided in compliance with the Ordinance? Yes.
 4. Have possible traffic generation and access problems been addressed? Yes.
 5. Can the proposed use be accommodated with existing public services and not overburden the City's service capacity? Yes.
 6. Does the proposed use conform to the City's Comprehensive Plan and is compatible with present and future land uses of the area? Yes.
- Are there conditions that could be attached to the granting of a permit that would mitigate any potential the adverse impact? No.

OLD BUSINESS: None

NEW BUSINESS:

A. Site Plan Review for Princeton Public K-2 School

Memo from Community Development Director:

BACKGROUND

Princeton Public Schools Independent School District 477 has submitted an application for a site plan review in order to construct a new 102,000 square foot educational building, an expansion to an existing parking lot, a new bus lot that will hold up to 34 busses, as well as provided event parking, a new playground, concrete walks, a loading dock, outdoor classroom, and new athletic fields. This facility will be located north of the existing North Elementary School at the intersection of 12th Street North and 7th Avenue North.

The property is zoned R-1 Residential, and an application for a Conditional Use Permit has been received.

ANALYSIS

The property is located directly to the north of the North Elementary, East of 7th Avenue North. The property is legally described as CITY OF PRINCETON, NW OF NE, EX PART TAKEN FOR CO RD & EX E 150 FT OF W 586.05 FT OF N 100 FT, Section 28, Township 36, Range 26, PID #24-028-1300

Building Materials: The project consists of building a new pre-cast structural concrete and brick. The building that is approximately 102,000 square feet in size.

Landscaping: A landscaping plan has been provided and additional considerations will be included in the Developer's Agreement.

Signage: No signage is proposed at this time. The builder is aware that if any freestanding signage is proposed, review by the Planning Commission is required, and signs require a building permit.

Parking: Parking is proposed along the east and west side of the building. The west parking lot includes 158 stalls. The east parking lot includes 35 stalls. The bus parking lot includes 34 bus stalls, 135 event only car stalls. There are 6 accessible parking stalls provided.

Drainage: The applicants have prepared a Grading and Drainage Plan. The City Engineer has reviewed the plan and has requested additional information, which the applicant is working on. Approval of the site plan review shall be subject to the conditions from the City Engineer.

Fire Inspector: The Fire Inspector has reviewed the plans and is requesting additional items that need to be addressed by the architect. (See attachment)

CONCLUSION/RECOMMENDATION

Staff is recommending approval of the site plan review of the Princeton Primary School, subject to the following conditions:

1. Additional items submitted by the Fire Marshall must be addressed;
2. Signage shall require a permit prior to installation. New freestanding signage requires Planning Commission review;
3. The City Engineer's conditions and recommendations shall be followed;
4. A Developer's Agreement shall be put in place;
5. An updated site plan shall be submitted; and
6. A building permit shall be submitted and approved by the City's Building Official prior to commencement of construction.

*****End of staff memo*****

City Engineer with WSB wrote the following memo:
Memo dated: January 16, 2015

We have completed a review of the preliminary site plan for the above referenced site prepared by Wold Architexts and Engineers received by the City and signed January 6, 2015. The site involves the addition of a primary school along with relocating ball fields. This letter is not intended to be our final comments on the submittal, but identifies concerns that we have noted that will need to be addressed either as part of this submittal or with the final site/design plans as noted.

General Plan Comments

- Existing conditions are somewhat difficult to read on the plan. Existing contour labels need to be sized to be legible.
- Check the scale on the plan sheets, some plan sheets do not appear to be at the scale that is labeled.

- Plans should be constructed according to City Detail Plates.
- Provide a pavement design for bituminous sections, and call out where heavy duty vs. light duty bituminous will be located.
- Site plan should include more information regarding parking stall/handicap stall requirements along with striping to verify an adequate drive isle is being provided.

Sanitary Sewer

- The sanitary sewer should be located within public right-of-way to be able to serve the school and the residents on the west side of the street and to allow year round access to manholes for maintenance. The exact location within the ROW can be discussed.
- Is there a reason that the spacing of the manholes are generally at 200-ft? The minimum spacing for manholes is 400-ft, it seems there are way more manholes than are necessary.
- Add note to plan to put a ball in the most downstream pipe where the connection is made to existing sanitary sewer to prevent any flow/debris into the existing system until all sanitary sewer is installed and approved.

Watermain

- The PUC does not allow private watermain's. The proposed watermain should be located within the public ROW. The exact location can be determined with input from the PUC.
- Label the valves that will need to be closed while connecting to existing watermain. Any residents/businesses affected by the water shut down will need to be notified according to the City's policy.
- 12"x12" wet taps are available and should be considered for the connection to existing watermain.
- How will the connection to existing watermain happen on the east side of the existing building? It is drawn as if it is going to connect at a skew; label existing watermain and identify how the connection will be made.
- All watermain restraints will need to be constructed according to the City's standards.
- Will 12-inch watermain need to be braced while connection is made? Depending on the soils, enough watermain may be exposed and may need to be braced to avoid it from falling in the trench.
- The notes say all watermain is to be ductile iron, yet the labels call it out to be PVC.
- The fire department will need to do a final review of the hydrant spacing.
- Will a separate fire service be required to the building?

Stormwater

- Provide a rational sheet for verification of pipe sizing.
- It is unclear as to what the labels are for "TD" and "BD" and "SB"? Are these roof drains?

- It is unclear as to whether or not there is curb and gutter being installed. If not, it appears as if the catch basins are located right at the edge of bituminous. This is not ideal.
- Show the entire existing pond the site is draining to along with labeling EOF's, normal and high water level. Show and label existing outlet from pond as well.
- Include a narrative in the stormwater plan that discusses existing conditions, the plan to manage stormwater, and verification that the City's stormwater management requirements as well as the requirement of the general stormwater permit are being met. Include in the narrative what is required for infiltration requirements. A map should be included identifying existing and proposed drainage areas, as well as calling out the amount of new and existing impervious surface.
- Provide a typical section for the infiltration basin which includes a mix of sand and organics to assist with vegetation. Label EOF for infiltration basin.
- Is SD-1 an FES? Is it submerged?

Erosion Control

- Project will need to obtain an NPDES Permit.
- The SWPPP included in the plan sheets provided appears to be incomplete.
- Plan does not call out any type of restoration methods. How will site be restored?
- Will a vegetation plan be submitted? Or a landscape plan?

*****End of memo*****

Loren Kohlen, Fire Marshal (Metro West Inspection Services, Inc.) memo:

RE: New Primary Elementary School
City of Princeton

In reviewing the proposed site plan for the elementary school, the plans must show the following:

- 1) Where is the approved fire sprinkler valve room? Signage is required for such a room: Sec. 510.
- 2) Where are the utilities, gas, electric?
- 3) Show where no-parking is to be allowed.
- 4) Handicapped parking is not shown; must be closer to the main entries.
- 5) Provide fire access and hydrant between the existing school and new school: Sec. 503.1.1.
- 6) Both buildings must be fire sprinklered.
- 7) Fire apparatus roads must be marked and built to a 9 ton standard: Sec. 503.2.3.

8) The Fire Dept. connection to the fire sprinkler system must be on the street side (front) of the building, but visible from the street, and have a light and alarm above it: Sec. 912.1.

These items must be addressed by the architect. Should not hold up the C.U.P.

*****End of memo*****

Ryan Hoffman (School Representative, ICS Consulting) was present to address questions. As of today he has a response to Civil Engineers clarifications. There will be a resubmittal from Civil Engineer for review. We have it covered for each item. There are minor changes needed. The sewer and water and traffic were the big ones and are working on it and they are close to agreeing on it. There is no solution on those for tonight. There is a separate parent and bus drop off site. This should help ease the traffic flow on 12th Street North.

Edmonds asked on the sewer extension.

Hoffman said sewer and water would run on the schools property parallel on 7th Avenue North down to 12th Street North, but now it is being discussed doing it in the middle of the road. The civil plans will show the sewer and water connecting to a future connection.

Charles Rickart (WSB Traffic Engineering), said he has been working with Ryan Hoffman and can talk on sewer and water plans. The sewer and water will be in the public right-of-way. Future connections to people on the west side of 7th Avenue North. How we phase it is what they are working on now.

Connie Wangen (Public Utilities Manager) said water will be put in the street so available for residents.

Rickart said there will be two construction seasons to work through this and get it done.

Reynolds asked if the bus drop off concerns were taken care of.

Richart said the initial study with the Police and Public Works concerns were raised. The primary issue is the drop off in the existing drop off area on 12th Street North to North Elementary and onto 7th Avenue North. They are looking at closing the public access on 12th Street North and opening an access on 7th Avenue North and stack through the parking lot and will have a connection to the other school from there. The access off of 12th Street North will be one driveway for buses only.

Edmonds asked private vehicle drop off will it be allowed to eliminate stacking.

Hoffman said each route will have a bypass to stacking.

Richart said the goal is to have all stacking in the parking lot if there is any on the street it would be on 7th Avenue North.

Jim Roxbury (Princeton Fire Chief) said Loren Kohnen went over the fire concerns. How the roads come in and come out there are a few concerns on the original traffic study and they are addressing them now. He would want to see it in writing for how this is going to be addressed.

Edmonds commented it will be a work in progress.

Heitschmidt said there is a lot of stuff that is not answered and iron out.

Foss said staff recommends approving the Site Plan with the condition that all missing pieces be addressed.

Reynolds said the conditions are addressed.

Heitschmidt said the concerns from the City Engineer and Fire Marshall were written in their memo's that they have not seen the answers to their concerns.

Foss looked over the papers of Hoffman's and said they look to be addressed.

Heitschmidt asked Richart if there is anything in the conditions that stand out.

Richart said the applicant is working with City Engineers and other City staff on the traffic plan to make sure all are comfortable with it. All are working for the same goal.

Jay Roxbury, 1211 7th Avenue North, has concerns on the vehicle stacking on 7th Avenue North. You are not adding lanes and it will be a nightmare there at 3:00 P.M. when the schools get out.

Edmonds said he drove school bus for eight years until this year. He believes they are trying to minimize traffic issues. 15 minutes each morning will be an issue.

Jay Roxbury said year's back the county was thinking of turn lanes and possibly lower the speed limit would help.

Richart said the county could do that. He will talk to them about it.

Hoffman said they are trying to eliminate some of the issues. The bypass in the parking lot should allow for a lot of traffic in the parking lot so that will help take off the street.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO APPROVE THE SITE PLAN REVIEW OF THE PRINCETON K-2 PRIMARY SCHOOL SUBJECT TO THE FOLLOWING CONDITIONS:

1. ADDITIONAL ITEMS SUBMITTED BY THE FIRE MARSHALL MUST BE ADDRESSED.
2. SIGNAGE SHALL REQUIRE A PERMIT PRIOR TO INSTALLATION. NEW FREE STANDING SIGNAGE REQUIRES PLANNING COMMISSION REVIEW.
3. THE CITY ENGINEER'S CONDITIONS AND RECOMMENDATIONS SHALL BE FOLLOWED.

4. A DEVELOPER'S AGREEMENT SHALL BE PUT IN PLACE.
5. AN UPDATED SITE PLAN SHALL BE SUBMITTED.
6. A BUILDING PERMIT SHALL BE SUBMITTED AND APPROVED BY THE CITY'S BUILDING OFFICIAL PRIOR TO COMMENCEMENT OF CONSTRUCTION.

UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

B. B-1 Central Business District Amendment

Foss wrote the following memo:

B-1 Central Business District currently states that churches or places of worship and education facilities are an allowed use with an Interim Use Permit.

Members of the Planning Commission have requested this Zoning Ordinance be analyzed and possibly amended to disallow this usage

*****End of staff memo*****

Edmonds said he does not want to get too involved in this tonight since one of the Planning Commission members is absent. It can be discussed next month.

Foss said she does not have anything put together for this. She will put together other cities zoning regulations on churches and education facilities in a B-1 District and how they deal with it.

Edmonds wants staff to see if churches have always been in the B-1 District or if that was added and when it was added.

COMMUNICATION AND REPORTS:

A. Verbal Report

Foss does not have anything to report.

B. City Council Minutes for December, 2014

The Planning Commission Board had no comments.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:00 P.M.

ATTEST:

Jack Edmonds, Chairperson

Mary Lou DeWitt, Comm. Dev. Assistant