

---

The meeting was held in-person, with participation via Zoom also available.

1. **CALL TO ORDER** – Chair Kopitzke called the meeting to order at 7:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **OATH OF OFFICE – Jacob Edwards**
4. **ROLL CALL** – Present: Jacob Edwards, Doug Parker, James Langan, Justin Sykora, Kris Kopitzke, Kuchen Hale, Christian Dawson, Marc Porupsky. Absent was Sally Doherty (excused). A quorum was present.  
**ALSO IN ATTENDANCE** – City Administrator Ron Moore, City Council member Lucia Wroblewski
5. **APPROVAL OF AGENDA** –  
**Motion/Second Hale/Parker To approve the agenda for the March 6, 2023 Planning Commission meeting. All aye, passed 8-0.**
6. **APPROVAL OF MINUTES** –  
**Motion/Second Parker/Dawson To approve the minutes of the January 9, 2023 Planning Commission meeting. All aye, passed 8-0.**
7. **REPORTS AND PRESENTATIONS** – none
8. **PUBLIC HEARINGS**
  - A. Ordinance Amendment to Add Zoning Regulations Regarding Dwelling Units in Commercial Buildings in the VHS-C District Ord 02-2023  
Chair Kopitzke opened the public hearing at 7:04 pm  
Administrator Moore provided a summary of the ordinance amendment. The Met Council is currently in process of reviewing the comp plan amendment.  
No public comments  
**Motion/Second Parker/Porupsky to close public hearing. All aye, passed 8-0**  
Hearing closed at 7:07 pm  
Parker asked about the definition of commercial building in the zoning code (should be added)  
Hale asked about fire code access requirements for the second floor dwellings. (all agreed this should be clarified)  
**Motion/Second Sykora/Hale to recommend the ordinance amendment for approval with two conditions: that the Met Council approves the Comprehensive Plan amendment; and that the fire code requirements regarding direct outside exits for dwelling units be clarified. Passed 6-2** (nay Kopitzke, Langan)
9. **NEW BUSINESS**
  - A. Belwin Conservancy Conditional Use Permit pre-application discussion  
Administrator Moore provided a summary of the presentation which is to familiarize the Planning Commission with the range of types of activities, facilities and natural environments that make up the Belwin property. In addition, if the Planning Commission has additional feedback to guide Belwin in preparing the formal Conditional Use Permit application, it would be helpful to share that feedback at this time.  
Katie Bloom, Belwin Executive Director, provided an overview of the organization, it's facilities and programing. The intent is to submit one CUP application to cover operations at all of Belwin's sites.

57 B. Election of Officers  
58 **Motion/Second Hale/Dawson to elect Kris Kopitzke Chair; Doug Parker Secretary; and table Vice**  
59 **Chair position until next month. All aye, passed 8-0.**  
60

61 **10. OLD BUSINESS -**

62 A. Groundwater Protection

63 Chair Kopitzke shared his document with the members for review.

64 **Motion/Second Kopitzke/Sykora to send to city council for consideration of future actions. All aye,**  
65 **passed 8-0.**  
66

67 B. Update on City Council Actions –

68 Council member Wroblewski provided a summary of the February council meeting.  
69

70 **11. ADJOURN**

71 **Motion/Second Sykora/Parker To adjourn. All aye, Passed 8-0.**

72 Meeting adjourned at 8:43 pm  
73  
74  
75

76 Respectfully submitted by:

77  
78 JY

79 Julie Yoho, City Clerk  
80  
81

82 To be approved on

83 April 3, 2023 as (check one): Presented: X or Amended: \_\_\_\_\_  
84  
85