

**CITY OF BIRCHWOOD VILLAGE
PLANNING COMMISSION MEETING
October 3, 2017**

MINUTES

COMMISSIONERS PRESENT: Chair Doug Danks, Vice Chair John Lund and Randy Felt. John Winters and Jozsef Hegedus were absent.

OTHERS PRESENT: Andy Sorenson, Steve Hawkinson, Linda Hawkinson and Tim Lange.

Chair Doug Danks called the meeting to order at 7:08 p.m.

Chair Doug Danks suggested adding another agenda item, the informational meeting for the Hawkinson's. John Lund moved to approve the amended agenda; Randy Felt seconded. Motion approved.

REGULAR AGENDA

A. Informational Meeting for Steve and Linda Hawkinson.

As prospective buyers of a property in Birchwood, 303 Cedar Street, they have questions on variance requirements in order to build a house on the property. Doug Danks advised they go through the variance process.

B. Review/Approve September 28, 2017 Meeting Minutes.

John Lund motioned to approve minutes from September 28, 2017; Randy Felt seconded. Motion approved.

C. Review Draft Right of Way Ordinance.

Doug Danks moved that we recommend to the City Council approval of the Right of Way Ordinance as revised in the October 3rd packet; John Lund seconded. Motion passed unanimously.

D. Review Comp Plan Maps from Jennifer Haskamp

John Lund pointed out many incorrect labeling. Doug Danks recommended that John Lund consult with City Administrator Tobin Lay to make corrections for Jennifer.

ADJOURN

MOTION WAS MADE BY COMMISSIONER LUND AND SECONDED BY COMMISSIONER FELT TO ADJOURN THE MEETING. ALL AYES. MOTION PASSED. MEETING ADJOURNED AT 7:50 P.M.