

**CITY OF BIRCHWOOD VILLAGE
PLANNING COMMISSION MEETING
September 28, 2017**

MINUTES

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

OTHERS PRESENT: City Attorney Alan Kantrud and Andy Sorenson.

Chair Doug Danks called the meeting to order at 7:00 p.m.

REGULAR AGENDA

A. Approve September 5, 2017 Meeting Minutes.

John Lund motioned to approve minutes from September 5, 2017; Randy Felt seconded. Motion passed unanimously.

B. Discuss Creation of Right of Way Ordinance.

City Attorney Kantrud discussed the need for Birchwood to have a right of way ordinance for small cell boxes needing to be on poles.

Doug Danks discussed needing clarification for escrow issues.

Attorney Kantrud explained line of sight issues for Birchwood

John Winter noted concerns for damage on right of ways, possibly involving the need for a building permit.

Doug Danks recommended city attorney Kantrud proceed with drafting final ordinance language for the right of way ordinance, based on his draft language, editing the final ordinance language for items that do not pertain to the conditions here in Birchwood Village

Motion was made by Randy Felt, seconded by John Lund. Motion passed.

Related to Item B, damage to Right of Way, recommended to city council that we take up the language of our building permit applications and fees and address these concerns.

C. Rewriting of Our City Code 303 Language

Attorney Kantrud likes the model code for the league. "I know it very well, and it codifies what a planning commission or planning agency has to do pursuant to state law." Attorney Kantrud recommends that we adopt the League of MN city's language as it stands.

Doug Danks recommended we adopt the language of MN City's ordinance language with the amendments noted in the draft that we have here. Motion would be in order to rescind the

current ordinance language 303, replace it with the amendment ordinance language we have in our packet.

John Winters motioned; John Lund seconded. Motion passed unanimously.

ADJOURN

MOTION WAS MADE BY COMMISSIONER WINTERS AND SECONDED BY COMMISSIONER LUND TO ADJOURN THE MEETING. ALL AYES. MOTION PASSED. MEETING ADJOURNED AT 7:38 P.M.