

**UNAPPROVED MINUTES
PLANNING COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
NOVEMBER 25, 2008
7:00 PM**

CALL TO ORDER:

Michael Thomas called the Work Session of the Wyoming Planning Commission to order for November 25th, 2008 to order at 7:00 P.M.

CALL OF ROLL:

*On a Call of the Roll the following members of the Wyoming Planning Commission were present: Michael Thomas, Frank Storm, Judy Coughlin, Ken Meyers, Theresa Sarff, Russ Goudge, Sean Wagner, Rich Gleason, Frank Salava and Tom LaBarre
Members Absent: PJ Richardson, Mark Lobermeier, Buck Schott
Also Present: City Staff Member Robb Linwood, Building Official Fred Weck, and City Engineer Mark Erichson*

DETERMINATION OF A QUORUM:

The Planning Commission Chairman determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the Planning Commission on items not on the current Agenda. Items requiring Planning Commission action maybe deferred to staff for research and future Planning Commission Agendas if appropriate."

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota Planning Commission for November 11, 2008 and the work session of October 29, 2008

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER WAGNER, SECONDED BY PLANNING COMMISSION MEMBER SARFF, TO APPROVE THE "REGULAR MEETING" MINUTES OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR NOVEMBER 11, 2008 WITH THE FOLLOWING CHANGES:

- *Under the Text Changes heading the wording should change from "should be" to "shall".*
- *Statement one on land use patterns was re-worded*
- *Statement two on land use patterns had a change of "adjoining" to "adjacent"*

Voting Aye: Thomas, Salava, Gleason, Sarff, Meyers, Goudge, Storm, Wagner, and Coughlin

Voting Nay: None

Abstain: None

2. Final Plat – Colburn Addition

The applicant is asking for final plat approval for a subdivision of a lot. All conditions were met back in October for the preliminary plat. There are some wording changes necessary on the final plat. “Township of Wyoming” and instead say “City of Wyoming”. There is a question of title that the city attorney has inquired about. The City Attorney asks that the assessments be paid off before the plat is recorded. The applicant has asked-if he could pay off the assessment on the new lot that is created and keep making payments on the existing one. The Planning Commission asked whether the property is in the City limits with the Forest Lake address. Staff responded “yes” it is in The City of Wyoming. The planning commission discusses approving the plat with some contingencies. Minor revisions are necessary on the plat, a recommendation for paying assessments is addressed by the City Attorney'. Approve based on recommendation of City attorney and Staff report.

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER WAGNER, SECONDED BY PLANNING COMMISSION MEMBER STORM, TO APPROVE THE FINAL PLAT FOR THE COLBURN ADDITION CONTINGENT ON THE CONDITIONS IN THE STAFF REPORT AND RECOMMENDATION FROM THE CITY ATTORNEY ON PAYING FOR ASSESSMENTS.

Voting Aye: Thomas, Salava, Gleason, Sarff, Meyers, Goudge, Storm, Wagner, and Coughlin

Voting Nay: None

Abstain: None

3. City Engineer Mark Erichson

Mark Erichson – Gave a brief update on changes and progress of the Utility Systems section for the comprehensive plan. Mark wanted to be able to provide the Planning Commission with all necessary information on the utility systems. The utility plans in the comprehensive plan will be summarized; the actual plans will be much more detailed.

Engineer Erichson explained Page U5 - Biggest Item - Allotted capacities - Table has been put in place and overall capacity is shown in gallons per minute (GPM). These are per the agreement with Chisago City when they constructed the main. This shows how much Chisago City has purchased into the main. The force main sections were made for a 20 year design for capacity. Key components are the gravity sections of the main, they are much more costly to construct. All Gravity mains are in parentheses. Engineer Mark explained that the City does have adequate capacity. WSB is working design capacities and have some of these numbers more exact before Mark gives the final plans to Bill Webber. The rest of the report has not been changed significantly. Mark explained the one significant change was the maximum capacity and getting it narrowed down to more exact numbers. The final capacity numbers were good and we are positioned well for the future.

The Planning Commission suggested if there was a conservation measure added to the comprehensive plan it may be good for the future. City Engineer Erichson explained that this has been done, we have an emergency water and conservation plan and there are certain requirements that must be met. Water usage is so much per 1000 gallons and an increased rate after that. The usage that we are seeing today is less than the last 20 years. The Planning

Commission suggested as part of easing ourselves into and implementing the conservation plan, the city has a more planned way of reaching its peak capacity threshold. City Engineer Erichson asked that if anyone had any other comments after reviewing the plan to please email him. The Planning Commission asked Bill Weber from MFRA to please make sure all components of the comprehensive plan are up to date.

4. The Resignation of PJ Richardson

The Planning Commission thanked Mr. Richardson for his service and accepted the resignation.

FORMAL REQUEST

Sean Wagner - Board of appeals for, very helpful to record the planning commission minutes for audio. It will benefit the community as well if we ever to get to board of appeals.

Frank Storm - Council Member Gary Menne passed away.

Bill Weber - said that he will send out an updated comp plan before meeting and enlarged maps for easier viewing

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER WAGNER, SECONDED BY PLANNING COMMISSION MEMBER STORM, TO ADJOURN THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR NOVEMBER 25th, 2008 AT 7:35 P.M.

Voting Aye: Thomas, Salava, Gleason, Sarff, Meyers, Goudge, Storm, Wagner, and Coughlin

Voting Nay: None

Abstain: None