



***CASCADE***  
--- TOWNSHIP ---

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CASCADE TOWNSHIP  
OLMSTED COUNTY – MINNESOTA  
PLANNING COMMISSION MEETING MINUTES

November 17, 2015

Commission members present: Gary Sieck, John Friederichs, David Derby, Cheryl Adolphson,  
Commission member absent: Dean Hegrenes

Ex-Officio members present were Roger Ihrke TCPA and Steve Wilson (town clerk/treasurer).  
Two Cascade Town Board members were also present.

Meeting called to order at 6:58 by Vice Chairperson, John Friederichs.  
Pledge of Allegiance

The minutes from the August 18, 2015 meeting were read. After discussion about what should be generally included in minutes, additional revisions are needed before approval at the next meeting. Commissioner Derby moved and Commissioner Sieck seconded that Commissioner Adolphson, as scribe, revise these minutes and submit for approval at the next meeting. All voted in favor, and the motion passed.

The minutes from the October 27, 2015 meeting were read. Revisions were suggested and with their incorporation the revised minutes were accepted with a motion by Commissioner Sieck, second by Commissioner Derby. All voted in favor, and the motion passed.

With advice from Mr. Ihrke, there was a discussion about what should be in minutes. In general minutes include: actions taken, resolutions, motions and seconds, meaningful points considered or not considered for action, and summaries of discussion about an issue. They are not a complete verbatim record of every word.

After discussion of the history and need for Ex-officio members, Commissioner Sieck moved and Commissioner Friederichs seconded that the Ex-officio status of Steve Wilson, as clerk/treasurer, and Roger Ihrke, TCPA, be discontinued. All voted in favor, and the motion passed. However, this recommendation needs to be approved by the Cascade Town Board.

As part of the Planning Commission's training and mentoring, Mr. Ihrke noted that the Planning Commission does the "workhorse" efforts on ordinances that pertain to land use and variance issues. The Board of Adjustment will normally review. The Planning Commission also does the "workhorse" efforts on zone changes that are pertinent and relevant.

Mr. Ihrke emphasized that the TCPA acts as staff support to the Planning Commission. When the TCPA provides information, reports and recommendations, they need and appreciate feedback. The Planning Commission may vote up or down after considering the recommendations. The report will have findings; the Planning Commission may ask for an expansion of the findings or even a report that addresses opposite findings. There may be findings that disagree. Asking for opposite findings would be done after the first hearing, not during it. Try to avoid asking for opposite findings at the last minute. Want to avoid the need for a last minute, hand written resolution to an applicant.

It is the Planning Commission's responsibility to add or remove conditions during the application process for a Conditional Use Permit. The advantages and disadvantages of Conditional Use Permits and Interim Use Permits were described and discussed.

In the situation of a non-conforming use, the applicant could continue to use the land as extensively as it was used before current zoning. For example, "2 truckloads per year to continue going forward. "

Commissioner Sieck briefly discussed the Cedarholm variance issue that was raised at the November Town Board meeting. There is no formal application at this time.

Commissioner Sieck summarized the Willmar Investment Lawsuit being at a standstill. No hearing date set has been set. There may be an update in December that sets a court date in 2016.

Commissioner Sieck commented on the Cease and Desist letter. Although the parties disagree, they will cease and desist. If the public notices mining activity, they are asked to document and send date, time, and type of activity to Steve Wilson as clerk. There is hunting and agricultural activity on the site, but not mining.

Commissioner Sieck noted that the peddler ordinance is being considered at the Town Board.

From the list provided by Commissioner Hegrenes, the following assignments of Commissioner terms were established:

- Commissioner 1, Term expires April 2018 – David Derby
- Commissioner 2, Term expires April 2016 – Cheryl Adolphson
- Commissioner 3, Term expires April 2017 – John Friederichs
- Commissioner 4, Term expires April 2017 – Dean Hegrenes
- Commissioner 5, Term expires April 2016 - (Board Rep.) Gary Sieck

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Commissioner Sieck moved and Commissioner Friederichs seconded these Commissioner assignments. All voted in favor, and the motion passed.

No dates for future meetings were announced or scheduled. Chairperson Hegrenes will decide if there will be a December meeting, depending on applications needing attention or other continuing or new business. At this time, a January meeting seems more likely.

The Planning Commission members briefly studied the other items in the folders that were provided by Commissioner Hegrenes. These items will be both important and valuable for the future conduct of the Planning Commission.

Commissioner Adolphson asked if the title for the Planning Commission was the "Planning and Zoning Commission" or just "Planning Commission". After brief discussion, it will be listed as the "Planning Commission" in future communications and website information.

Motion by Commissioner Friederichs to adjourn, second by Commissioner Sieck, all voted in favor, and the meeting adjourned at 8:20.

Submitted: Cheryl Adolphson, Scribe

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Cheryl Adolphson, Scribe

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Dean Hegrenes, Planning Commission  
Chair