



MINUTES

Planning Commission Meeting

5:00 PM - Monday, August 28, 2023

City Hall Council Chambers

The City of Pine City Council met in Planning Commission Meeting on Monday, August 28, 2023 at 5:00 PM in the City Hall Council Chambers.

CALL TO ORDER

Members Present: Chair Loren Skluzacek, Cathy Clune, Councilor Gina Pettie, and Daniel Swanson

Members Absent: Councilor Kyle Palmer, Mark Clark, and Brent Jahnz

Staff Present: Community Development Director Mike Gainor, Administrative Assistant Tabitha Pickett

APPROVAL OF MINUTES

a) JULY 24, 2023 PLANNING COMMISSION MINUTES

Motion to approve July 24, 2023 Meeting Minutes by Pettie, second by Swanson. Motion carried.

OLD BUSINESS

a) [Draft 2023 Comprehensive Plan](#)

Gainor stated it has not fully been updated. He is hoping to have the final draft done by the September 25, 2023 meeting. If anyone has any more information or input, please provide it to him as soon as possible.

b) DISCUSS LAKESIDE STUDENT HOUSING PEDESTRIAN TRANSIT

Gainor and Swanson did a walking tour and identified a few spots with issues that need to be addressed as soon as possible. Swanson is currently reviewing the BSNF manual and from the information gathered, there needs to be a Traffic Study done to get things in motion for potential crosswalk over the tracks at 8th Ave and 2nd St. There also needs to be more adequate lighting. A "Project Sponsor" can request this Traffic Study to be done, but the Committee thinks they should get in touch with the County Engineer and Planner, City Engineer, and MN/DOT to get everyone on the same page for this study to be done. *Motion to approve to reach out to City, County, Railroad, Public Works to recommend to proceed with traffic study by Clune, second by Pettie. Motion carried.*

c) DISCUSS LAKESIDE STUDENT HOUSING MANAGEMENT PLAN

A letter is drafted to send to Stelter with potential changes and to get his management plan finalized.

NEW BUSINESS

Gainor showed Commissioners the Citizen Planner and Business Site Improvement Award that will be going out. Skluzacek requested that Gainor look into the rules for winning. It was brought to the attention that in prior years Government agencies couldn't win. If there are no rules regarding this, Gainor will post out to recommendations.

COMMISSIONERS' CONCERNS

Snow plowing: Commissioners suggested that the City prioritize their road plowing - main roads and school roads should be first. There is thoughts to when the City use to plow everything to the middle of the roads and haul it off from there. Safety before money.

There was mention of all of the ATVs and UTVs not following the rules while riding in town and should be addressed.

STAFF COMMENTS

Staff noted that Development Report was available for review.

MISCELLANEOUS

None.

ADJOURN

Meeting adjourned at 6:35 pm

CAO

Mayor