

The Beulah Planning and Zoning Meeting of January 9, 2023 was called to order at 5:03 pm by Dale Schwalbe at the Beulah City Hall.

Present: Dale Schwalbe, Gary Miller, Brock Seibel, Gerald Bieber, Ryan Tolosky, Dustin Buchmann, Chris Renner

Absent:

Also Present: Heidi Hamelton, Building Official; Beaver Brinkman, Economic Development; Katelyn Dunkley, Beulah Beacon, Roger Gazur

Seibel entered a motion to approve the December 12, 2022 meeting minutes. Renner seconded. All in favor. Motion carried.

PUBLIC INPUT

Roger Gazur was given the floor to discuss the recent amendments to the Zoning Ordinance enacted by Ordinance 450. Gazur delivered an email to the commission members on December 31st detailing possible inaccuracies with the content and implementation of Ordinance 450. He questioned whether the city will be charged by the City Attorney's office to correct the errors. Gazur believes the errors should be addressed and corrected by the Assistant City Attorney under the direction of the Planning & Zoning Commission. If that is not agreeable by the Assistant City Attorney and the City Attorney's office, then the issue would need to be brought in front of the City Council. Gazur requested this issue be placed on the agenda for the first P&Z meeting in February and invite the Assistant City Attorney to attend for discussion. Renner commented that he agreed with Gazur, the City Attorney's office should follow P&Z's lead, not the other way around.

OLD BUSINESS

Code Revisions/Action Items

The most current list of P&Z Action Items was sent out with the meeting agenda. Hamelton requested the commission members review the list, come up with any comments, additions, or deletions, and bring them to the next couple of meetings for discussion. There are enough items to begin drafting the next round of text amendments to the Zoning Ordinance.

Ordinance 412 Revision Discussion

Hamelton sent a Microsoft Word draft of Ordinance 412, Property Maintenance, to the commission members with some grammatical and spellings changes marked and changes that were previously requested for review highlighted. Hamelton requested the commission members review the document and prepare to discuss it at the next few meetings.

Dilapidated Buildings Update

408 W. Main St – The property owner contacted Hamelton to state his intentions of obtaining quotes for demolition of the home, hoping to be able to demo in Spring 2023. Hamelton requested a written plan from the property owner. No guarantees were made that an inspection would be avoidable.

700 Parkway Dr – An inspection has been scheduled with the City Building Inspector for January 17th. An update will be provided at the next meeting. A written plan has been requested of this property owner more than one time, with nothing provided to date.

It was requested that Hamelton request an update from the City Attorney's office regarding the mobile home that needs to be removed on 1st Avenue SW for the next meeting.

City Projects Update

FEMA reimbursement for the Bornsen property should be paid to the city soon and will be placed in the dilapidated building fund. The Main Street project should be put out for bids by the end of January. Brinkman presented a schematic for the proposed library/daycare that will use part of the old nursing home building and all of the property.

Brinkman made another request for a list of city projects/needs from either the commission as a whole or as individuals. He is putting together a strategic planning list to be utilized for prioritizing and planning city projects and managing the different funding requirements and opportunities. This is intended to be a living document that can be added to and changed at any time.

The installation of charging stations within city limits was discussed as an opportunity that is being pursued.

NEW BUSINESS

Open P&Z Commission Seat

There is currently an open seat on the P&Z Commission. Roger Gazur has submitted a letter requesting to be re-seated on the commission. Seibel made a motion to recommend Gazur to the City Council for the open commission seat. Bieber seconded. Roll call vote found all in favor. Motion carried. Councilman Miller will take the recommendation to the City Council on January 11th. At this time there have been no other applications for this open seat.

Approved City Attorney Contract

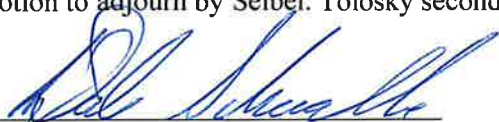
On December 28, 2022, the City Council approved a monthly fixed rate contract with Solem Law to act as the City Attorney for the City of Beulah. The contract does specifically state that legal work for Planning & Zoning, including meeting attendance and anything related to dilapidated buildings, is exempt from the fixed rate agreement and will be billed at the hourly rate of \$250/hour.

PERMIT LIST REVIEW

Tolosky made a motion to approve building permits 8112 through 8116 as presented. Seibel seconded. All in favor. Motion carried.

Brinkman will provide the agenda for the next P&Z Meeting in Hamelton's absence.

Motion to adjourn by Seibel. Tolosky seconded. All in favor. Motion carried. Meeting adjourned at 6:00 PM.



Chairperson



Secretary