



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

2025 75<sup>TH</sup> ST. NE  
Rochester, MN 55906  
[www.cascadetownship.us](http://www.cascadetownship.us)

**Planning Commission Meeting Minutes**  
**April 21<sup>st</sup>, 2020 6PM**

**Note: Due to the COVID-19 stay at home orders, this meeting was conducted as a conference call.**

**Call to Order at 6:02PM by Chair Nicole Brueck**

**Roll Call**

Present: Nicole Brueck, Brad Brech, Dean Hegrenes, Cheryl Adolphson, Joe Adamson, Dana Duffield

**Pledge of Allegiance**

**Agenda Announcement and Review**

Gordy Simonton of SolarStone Development attended the meeting. No changes were made to the agenda.

**Approval of Minutes March 17, 2020**

Commissioner Adolphson motioned to approve the minutes as submitted. Commissioner Hegrenes seconded the motion. The motion was approved by a 5-0 vote of approval.

**Call to Audience:** No items from the audience.

**Conditional Use Permit (CUP) Applications -**

- No applications were presented held this month.

**Conditional Use Permit (CUP) Maintenance Review -**

- No reviews were held this month.
- Minutes from CUP 11-01 review last month were read and amended to add that Mr. Steve Buehler agreed to provide a septic report to the town clerk. A motion was made by Commissioner Brech to approve the amended minutes, which was seconded by Commissioner Hegrenes. The motion was approved by a 5-0 vote.

**Study Session:**

No items

**Continuing Business:**

- **Zoning and Planning Ordinance update:** After discussion, Dean agreed to contact Roger to provide a tutorial of what needs to be addressed at the May meeting, even if it is by phone. From that we will kick-off the update process and hopefully have an in person meeting in June

to discuss any details and questions with Roger and determine a schedule to complete the update process.

**New Business:**

**2020/2021 Zoning and Planning Commission Reorganization:**

After discussion and procedure review, the following commission make-up was put forth:

- Brad Brech : Chair
- Cheryl Adolphson – Vice Chair
- Nicole Brueck – Scribe
- Dean Hegrenes – Board of Supervisors Representative
- Lenny Laures - Board of Supervisors Alternate Representative
- Joe Adamson – Associate Commissioner

A clarification was made that the duties of the Vice Chair include CUP update materials, Schedule maintenance, invitation letters (working with the Clerk), and minutes of reviews.

A motion was made by Commissioner Hegrenes and Seconded by Commissioner Adolphson to approve the Zoning and Planning Commission 2020/2021 reorganization. The motion passed with a 5-0 vote in favor.

It was noted that with the ending of Dana Duffield’s term, we have an open seat for a commissioner. Brad will follow up with the one interested party that he knew about.

**Update from Town Board:** Supervisor Hegrenes discussed the high-lights of the April Board of Supervisors meeting. Discussion included road work plans, legal actions, zoning actions, and budget topics.

**Round-the-Table:**

- No topics.

**Second Call to Audience:** None

**Adjournment:** A motion to adjourn was made by Commissioner Brueck and Commissioner Adolphson seconded the motion. Motion passed by a 5-0 vote. The meeting adjourned at 7:07 PM.

Submitted: Brad Brech, Scribe

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Brad Brech, Scribe

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Nicole Brueck, Chairperson