MEETING MINUTES
POPE COUNTY PLANNING ADVISORY COMMISSION
Thursday April 25, 2019

The Planning Advisory Commission convened in regular session on Thursday, April 25, 2019 at the Pope County Courthouse Community Room.

Members Present: Ronald Feigum, Ivie Cooley, Mark Halls, Brian Jergenson and Larry Lindor (County Commissioner)

Other Officials Present: David Green (Land & Resource Management Director) and Shelley Cameron (Sr. Administrative Associate)

The meeting was called to order by Chairwoman Ivie Cooley at 6:27 p.m.

The following items were addressed by the chair:

Additions and Corrections to the Agenda
There were no additions or corrections to the agenda.

Review Minutes of March 28, 2019
The minutes of the Planning Advisory Commission meeting held on Thursday March 28, 2019 were submitted for approval. Motion by Jergenson to accept the minutes as written. Feigum seconded. Motion carried.

CUP-Gary & Meri Danielson

Chairwoman Cooley introduces the item. Applicant Gary Danielson is present. Director Green presents staff report indicating that the applicant has a five acre piece of land. The applicant is asking to be allowed to create a limited seasonal structure in an Agricultural Protection zone where you can only have one non-farm residence in a ¼ ¼ section and there already is one. "The applicant has cleaned up the lot. There are some structures that are located there currently that need to be permitted pending approval of his Conditional Use Permit. Staff recommendation is approve with conditions that it remains a minimal use seasonal structure and any change in the use shall require a conditional use permit, that prior to occupancy that all required permits are secured and any After The Fact Fees are paid, and that the Right to Farm disclosure form is signed. Staff has provided findings for your consideration. Chairwoman Cooley asks for comments from the applicant. Applicant Gary Danielson comments "I will only be using it seasonally to get away from the cities. I use it for hunting." Commissioner Lindor asks the applicant what his plans are in regards to septic. Applicant Gary Danielson responds "I would like to have a holding tank." Chairwoman Cooley comments from the site team that it looked like it would be used for seasonal use. Chairwoman Cooley opens to the public asking if there is anyone speaking for this CUP. Jeff Hellermann comments "I am in support and I am in the neighborhood. He has really done a great job of cleaning it up. He got rid of a lot of garbage and as a neighbor I appreciate

it." Chairwoman Cooley asks if there is anyone speaking against this CUP. None Noted. Chairwoman Cooley closes the public hearing. Chairwoman Cooley seeks a motion. Feigum makes a motion to approve with conditions. Commissioner Lindor seconded. Motion carried with no dissenting votes noted.

Ordinance Amendment-Subsurface Sewage Treatment System Ordinance

Director Green goes over the staff initiated request to amend the Subsurface Sewage Treatment System Ordinance. Section 3.20 would require a Septic System Disclosure and Transfer Agreement Form to be submitted. This would define who is obligated to fix it. Section 5.40 would identify that a Certificate of Compliance for an existing system is valid for three years and a brand new system is valid for five years, and that pumping of the tanks is mandatory. Section 7.1 would strike the mandatory operating permit requirement for Type III septic systems. Chairwoman Cooley seeks a motion. Halls makes a motion to approve the septic ordinance amendment changes by staff. Feigum seconded. Motion carried with no dissenting votes noted.

Ordinance Amendment-Land Use Ordinance, Conditional Use Permits

Director Green goes over the staff-initiated request to amend Section 11.5 of the Pope County Land Use Controls Ordinance. Proposed changes to the text include section 11.5.2 (B), correcting the notice to adjacent effected property owners to *Property owners of record within 1320 feet* versus the 500 feet it currently states. Section 11.5 (G) striking the language that "any action by the County Board which reverses the Planning Commission's recommendation shall only be following a full public hearing at the County Board meeting as prescribed above." Also, to strike (H) #11 "the county has certified that all property taxes for the property have been paid for the property in question." Green stated that "I think that this language is burdensome and we have the ability to institute this (with other permitting) if needed. Chairwoman Cooley seeks a motion. Jergenson makes a motion to accept the changes made by staff. Feigum seconded. Motion carried with no dissenting votes noted.

Tabled/Old Business

There was no old or tabled business.

Adjournment 7:04 p.m. Motion by Feigum to adjourn the Planning Advisory Commission meeting. Motion seconded by Commissioner Lindor. Motion carried with no dissenting votes noted.

Respectfully submitted,

Shelley Cameron

Shelley Cameron
Sr. Administrative Associate
Pope County Land & Resource Management