

**PLANNING COMMISSION**  
**March 12, 2024 Meeting Minutes**

Pursuant to due call and notice, the Thief River Falls Planning Commission met in the Thief River Falls City Council Chambers on Tuesday, March 12, 2024, at 5:00 P.M. Board Members present: Averill, Lee, Lindberg, Lorenson, Narverud, Reiersen.

Absent: Nelson, Shaffer, Sjoberg.

Others present: Sparby, Baker.

**APPROVE AGENDA:**

Narverud called the March 12, 2024, Planning Commission meeting to order. Reiersen approved the agenda; Lee seconded the motion.

**APPROVE MINUTES OF FEBRUARY 13, 2024, MEETING:**

Lee made a motion to approve the February 13, 2024, Planning Commission meeting minutes. Lindberg seconded the motion, which was carried unanimously.

**HEARING TO AMEND EXCLUDED SIGN ORDINANCE SECTION 152.087 (2):**

The Planning Commission opened the public hearing & reviewed the proposed language change for City Code 152.087 (2). The current city code states, “Signs of duly constituted governmental body, including traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings are excluded.”

The proposed language change states: “Traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings of a duly constituted governmental body are excluded. All other signs of a duly constituted governmental body not excluded herein shall be subject to a conditional use permit. No public comments. The public hearing was closed.

Lindberg made a motion to approve the proposed language change. Lee seconded. This will be presented to the City Council during the March 19<sup>th</sup> meeting.

**HEARING TO AMEND GENERAL BUSINESS DISTRICT C-2 YARD REQUIREMENTS ORDINANCE SECTION 152.095 (D) (3):**

The Planning Commission opened the public hearing & reviewed the proposed language change for City Code 152.095 (D) (3).

The current city code states:

“All signs, except directional and temporary signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. In the case of a corner lot, all signs, except directional and temporary signs, shall abide by the front yard setback for both sides abutting a public street. All directional, temporary, and freestanding signs shall be set back a minimum of six feet from the lot line or, where adjacent to a frontage street, six feet from the interior edge of the frontage street.”

The proposed language change states:

“All signs, except directional and temporary signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. In the case of a corner lot, all signs, except directional and temporary signs, shall abide by the front yard setback for both sides abutting a public street. All directional, temporary, and freestanding signs shall be set back a minimum of six feet from the lot line, road right of way, or where adjacent to a frontage street, six feet from the interior edge of the frontage street, whichever distance is further. No public comments. The public hearing was closed.

Averill made a motion to approve the proposed language change. Lee seconded. This will be presented to the City Council during the March 19<sup>th</sup> meeting.

**CITY CODE AMENDMENT TO CITY CODE SECTION 152.095 (F) (6) (G)  
FREESTANDING BUSINESS SIGN REQUIREMENTS IN DOWNTOWN FRINGE  
DISTRICT C-4:**

After reviewing the proposed changes to freestanding signs in the downtown fringe district (C-4), Sparby stated he had mistakenly made a recommendation last month to hold a hearing to propose a six-foot setback. Sparby & Baker discussed, and the public hearing was not published because the recommendation is now not making any changes. A six-foot setback would not make sense in the C-4 district as buildings are bordered by sidewalks and other buildings which are very close together. No amendments will be made.

**OTHER:**

Baker stated that there will be a rezoning request & public hearing at the April Planning Commission meeting to rezone The Angle property that is south of Valley Home. A few years ago, it was rezoned to a C-2 for a mixed-use apartment complex. Now it may need to be rezoned from C-2 to R-4 for future development.

**ADJOURNMENT:**

Lee made a motion to adjourn the meeting at 5:27 P.M. Lorensen seconded the motion, which carried.