

PLEASE NOTE DATE & TIME

Day/Date: Tuesday, December 10, 2024

Time: 5:00 P.M.

Location: Council Chambers City Hall

PLANNING COMMISSION

A G E N D A

Commission Members

Averill

Lee

Lindberg

Lorenson

Narverud

Nelson

Reierson

Shaffer

Sjoberg

1. APPROVE AGENDA:

Motion by _____ Sec. by _____ To _____

2. MINUTES OF NOVEMBER 12, 2024, MEETING – SEE ENCLOSED:

Motion by _____ Sec. by _____ To _____

3. COUNCIL ACTIONS:

- CANNABIS ORDINANCE RESOLUTION & SUMMARY ORDINANCE

4. DOG KENNEL ZONING DISCUSSION:

5. PRIVATE DITCH MAINTENANCE ORDINANCE DISCUSSION:

- MAP

6. PREVIEW OF JANUARY MEETING ITEMS:

7. PLANNING COMMISSION MEMBER TERMS:

8. OTHER:

9. ADJOURNMENT:

Motion by _____ Sec. by _____ To _____

PLANNING COMMISSION
November 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, November 12, 2024, at 5:00 P.M. Board Members present: Lee, Lindberg, Narverud, Reiersen, Shaffer, Sjoberg.

Absent: Averill, Lorensen, Nelson. Others present: Sparby, Baker.

APPROVE AGENDA:

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

APPROVE MINUTES OF OCTOBER 8, 2024, MEETING:

Narverud made a motion to approve the Planning Commission meeting minutes from October 8, 2024. Lindberg seconded the motion, which was carried unanimously.

COUNCIL ACTIONS:

The city council approved the interim use permit for Robson Properties, LLC.

PUBLIC HEARING – CANNABIS ORDINANCE:

Sjoberg opened the public hearing, and Baker presented a draft ordinance to be reviewed. The draft ordinance includes the following recommendations:

Retail stores must be 300 feet from schools, daycare facilities & parks. The hours of operation for retail sales are from 8:00 a.m. to 2:00 a.m. Monday-Saturday and from 10:00 a.m. to 2:00 a.m. on Sundays.

Cultivation & manufacturing is allowed in industrial zoning districts, cannabis retail is allowed in C-2, C-3 & C-4.

After no public comments, Sjoberg closed the public hearing and the Planning Commission had a discussion.

After discussion, Lindberg made a motion to recommend the 300-foot distance, Reiersen seconded.

Reiersen made a motion to recommend the above allowable zoning districts, Schaffer seconded.

Narverud made a motion to recommend the above hours of operation (which follows state statute) Schaffer seconded.

CHALLENGER PARK EASEMENTS (INFORMATIONAL):

Challenger mobile home park had a utility easement from zero to 20 feet off the north & south side of the property lines. When Garden Valley was putting new fiber in, it was discovered that the utilities were placed 20-40 feet off the north & south property lines. The original easement will be vacated, it will be deeded back to Cheryl Snetting (property owner) and Snetting will grant the city a new easement. Encroachment permits will be used for some storage sheds that will be in the new easement.

OTHER:

None.

ADJOURNMENT:

Lindberg made a motion to adjourn the meeting at 5:39 P.M. Lee seconded the motion which carried.

CITY OF THIEF RIVER FALLS, MINNESOTA, RESOLUTION NO. _____.

A RESOLUTION OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, PROVIDING FOR THE SUMMARY PUBLICATION OF ORDINANCE NO. ____: AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 114 ENTITLED "CANNABIS" BY ADDING CHAPTER 114.02 "CANNABIS AND LOWER POTENCY HEMP EDIBLES", AND ADOPTING BY REFERENCE CITY CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY.

WHEREAS, On December 3, 2025, at a Regular Meeting of the City of Thief River Falls City Council, by unanimous vote, the City Council adopted Ordinance No.: ____, amending the City Code, to add Chapter 114.02 related to Cannabis and Lower Potency Edibles; and

WHEREAS, State law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, the City Council for the City of Thief River Falls has determined that publication of the title and a summary of Ordinance No. ____ would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, the City Council for the City of Thief River Falls has reviewed the summary of Ordinance No. ____ attached and incorporated herein as Exhibit A; and

WHEREAS, the City Council for the City of Thief River Falls has determined that the text of the summary clearly informs the public of the intent and effect of Ordinance No. ____.

NOW THEREFORE BE IT RESOLVED, the City Council for the City of Thief River Falls hereby:

1. Approves the text of the summary of Ordinance No. ____ attached as Exhibit A.
2. Directs the City Administrator to post a copy of the entire text of Ordinance No. ____ in any public locations designated by the City Council.
3. Directs the City Administrator to publish the summary in the City's legal newspaper within ten days.
4. Directs the City Administrator to file the executed Ordinance upon the books and records of the City along with proof of publication.
5. Said Resolution was passed by at least 4/5ths vote.

Dated this 3rd day of December, 2024.

Mayor

ATTEST:

City Administrator

ORDINANCE NO. ____, 3rd Series

OFFICIAL SUMMARY OF AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE, BY ADOPTING AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 114 ENTITLED "CANNABIS" BY ADDING CHAPTER 114.02 "CANNABIS AND LOWER POTENCY HEMP EDIBLES", AND ADOPTING BY REFERENCE CITY CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY

THE CITY COUNCIL OF THIEF RIVER FALLS MINNESOTA, ORDAINS:

The following is the official summary of Ordinance Chapter 114.02, said ordinance being approved and passed by the City Council of the City of Thief River Falls, Minnesota on December 3, 2024. Because of the lengthy nature of Ordinance Chapter 114.02, the following summary of the ordinance was prepared and approved for publication.

SUMMARY

Section 1. City Ordinance Code, Chapter 114 is hereby amended by adding Chapter 114.02, "Cannabis and Lower Potency Edibles" and is hereby added to the City's Ordinances to state as follows:

The City hereby ordains and enacts these new sections of this code relating to Cannabis and Lower Potency Edibles within the City. Said sections provide for:

The City Police Chief and Zoning Administrator are responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor.

Once an application is considered complete, the Zoning Administrator shall inform the applicant as such, process the registration fees, and forward the application to the City Council that will approve or deny the request for approval or denial.

The City of Thief River Falls shall complete at minimum one compliance check per calendar year of every cannabis business to assess if the business meets age verification requirements.

The City of Thief River Falls may suspend a cannabis retail business's registration if it violates the ordinance of the City of Thief River Falls or poses an immediate threat to the health or safety of the public.

The City of Thief River Falls shall not limit the number of cannabis retail businesses within the city limits.

Provides for zoning restrictions.

Regulates Hours of Operation of businesses related to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products.

Allows temporary cannabis events.

Section 2. City Code Chapter 10 entitled "General Provisions, Section 152.998 entitled "Violation" and Section 94.00 entitled "Penalty" are adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall be in force and effect from and after its passage, approval and Summary Publication.

Section 4. A full and complete copy of the said Ordinance ____ is available for inspection by any person at the office of the City Administrator and available in electronic form upon request.

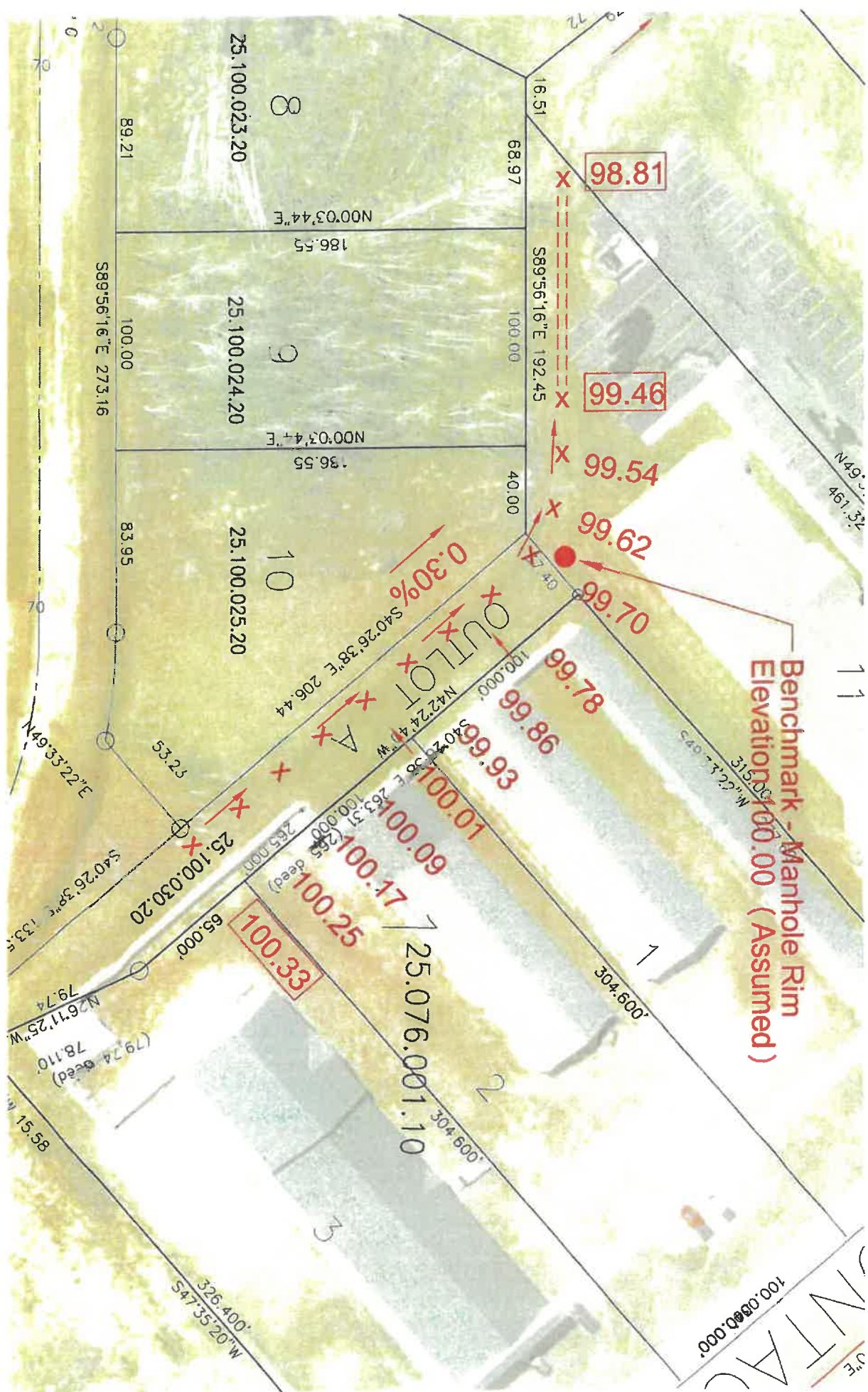
PASSED AND ADOPTED by the City Council of the City of Thief River Falls, Minnesota this 3rd day of December, 2024, by majority vote.

/s/ Brian Holmer
Mayor

ATTEST:

/s/ Angela Philipp
City Administrator

Published in summary form in The Times newspaper on the ____ day of December, 2024.



Planning Commission Members

Commission Members	Telephone #	Cell Phone #'s	Term End Date	Email Address
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