

PLANNING COMMISSION
January 9, 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, January 9, 2024, at 5:00 P.M. Board Members present: Averill, Narverud, Nelson, Reiersen, Shaffer, Sjoberg.

Absent: Lee, Lindberg

Others present: Sparby, Baker.

APPROVE AGENDA:

Sjoberg called the January 9, 2024,, Planning Commission meeting to order. Reiersen approved the agenda; Narverud seconded the motion.

APPROVE MINUTES OF NOVEMBER 14, 2023 MEETING:

Narverud made a motion to approve the November 14, 2023, Planning Commission meeting minutes. Averill seconded the motion, which was carried unanimously.

APPROVE MINUTES OF DECEMBER 12, 2023 MEETING:

Narverud made a motion to approve the December 12, 2023, Planning Commission meeting minutes. Averill seconded the motion, which was carried unanimously.

DISCUSSION ON CHALLENGER ELEMENTARY SCHOOL SIGN:

At the request of the Planning Commission, Sparby reviewed the sign ordinance and concluded that the Challenger Elementary sign would be considered legal per section 152.087 EXCLUDED SIGNS - section B states that “signs of a duly constituted governmental body, including traffic signs or similar regulatory devices, or warnings at railroad crossings are excluded.”

This is interpreted to mean that the current concrete sign at Challenger Elementary School should not have to be removed. Delray will present a language change at the next Planning Commission meeting to clarify the City Code language as it pertains to Governmental entities.

SIGN SETBACKS IN C-2 (FRONTAGE ROADS) DISCUSSION:

Signs follow accessory setback requirements in Code 152.031. However, in 152.095 along a frontage road the sign setback is stated as 6 feet from the interior edge of the frontage road. In a case where the commercial business is along a state highway and there is no frontage road, it gets confusing on allowable placement. The question is should it be six feet from the right-of-way in any case or 6 feet from the interior edge of the frontage road? In the past we have enforced six feet from the right-of-way. The recommendation is “free standing signs shall be set back a minimum of six feet from the lot line, road right-of-way, or where adjacent to a frontage road, six feet from the interior edge of the frontage road. Delray will draft up some language to review at the next Planning Commission meeting.

OTHER:

Due to the passing of Mike Parker, there is an open seat at the Planning Commission. Baker will check to see if there is anything on the city website letting the public know there is an open seat. There is an online application. Sparby & Narverud will make sure it is announced at the next City Council.

ADJOURNMENT:

Shaffer made a motion to adjourn the meeting at 5:42 P.M. Nelson seconded the motion, which carried.