

**PLANNING COMMISSION**  
**October 8, 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, October 8, 2024, at 5:00 P.M. Board Members present: Averill, Lee, Lindberg, Narverud, Reiersen, Shaffer.

Absent: Lorensen, Sjoberg. Others present: Sparby, Baker.

**APPROVE AGENDA:**

Narverud called the October 8, 2024, Planning Commission meeting to order. Lee approved the agenda; Reiersen seconded the motion.

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

Shaffer made a motion to approve August 13, 2024, Planning Commission meeting minutes.

Lee seconded the motion, which was carried unanimously.

**COUNCIL ACTIONS:**

None.

**PUBLIC HEARING – INTERIM USE PERMIT – ROBSON PROPERTIES LLC:**

Baker presented the interim use permit request from Robson Properties, 1302 Greenwood Street West to change the current use of the building from an Industrial use to a Commercial use and lease out the building to a legal entity as office space. If approved, a review is required after a three-year period.

Shaffer made a motion to recommend sending this to city council for approval. Lee seconded the motion.

**CANNABIS ORDINANCE:**

Baker presented a draft ordinance, and the model/sample ordinance sent by the Office of Cannabis Management to be reviewed. Baker is presenting the draft ordinance to various committees and would like feedback by October 22<sup>nd</sup> to have time to publish a public hearing notice for the November 12<sup>th</sup> Planning Commission Meeting. Baker & Sparby are meeting with the County, the Sheriff's Department & City Police department on October 11<sup>th</sup>. There are topics to cover in the ordinance such as: distance needed between retail stores and schools, daycare facilities, treatment facilities, playgrounds etc. Allowable use in specific zoning districts, restrictions in certain zoning districts. The commission will review the ordinance samples and reconvene at the November meeting.

**OTHER:**

Canna Corners has submitted a sign permit for a two-sided electronic sign. Because the sign is along State Highway 59, Baker submitted the request to MnDOT.

Mary Jo and Gordy Myklebust, 1064 Hanson Drive, have concerns with the small ditch behind their home. Water from adjoining areas drain into the drainage ditch that is only about six to 12 inches deep behind their backyard. Sparby responded that he has already investigated this and sent a memo, as it is privately owned and not a city issue. Sparby stated that if there is unreasonable damage caused, the landowner can file a private lawsuit. Sparby also stated that the landowners could petition for a legal drainage system, but the high costs involved would be assessed to all the benefitting homeowners & properties.

**ADJOURNMENT:**

Reiersen made a motion to adjourn the meeting at 5:47 P.M. Lee seconded the motion, which carried.