

UPSALA PLANNING COMMISSION

Regular Meeting, October 1, 2008

The regular monthly meeting of the Upsala Planning Commission (UPC) was held Wednesday, October 1, 2008 at City Hall, Upsala, Minnesota.

Present were: Mayor Dan Cheney, Dan Hovland, Lynda Tarbuck, Ken Lange and Steve Woller.

Visitors: none

The meeting was called to order by Dan C. at 6:05 pm.

Minutes from the August 6 and September 3, 2008 UPC meetings and the September 2, 2008 Upsala Community Development Commission meeting were distributed, as well as those from the August 18, 2008 Regional Services Center Task Force meeting.

There were no new Land Use Permit applications to review.

Goals the the UPC had set in January were reviewed:

1. The Land Use permit form and guidelines have been developed and were mailed to all city residents last week.
2. The city has begun using the Geographic Information Systems (GIS) made available through the county.
3. Hiring a building inspector is still a goal that needs to be pursued. This would be an "on-call" position, paid by the city with revenue received through land use permits. Earlier inquiries to find someone locally or to work with a neighboring town yielded no results. Lynda will check with a couple of other cities in the area. A job description and payment plan would need to be developed.
4. An assessment policy for street improvement projects still needs to be developed. General consensus was that street repair and "general use" projects should be paid for by the entire city residents and not by special assessments. New road projects may require some assessment of bordering properties affected.
5. Long range street plans were discussed briefly. Overall, city streets are in very good condition. Uptown Alley and Oak Avenue were repaired in September. The city should have street repairs a continual part of the annual budget to keep ahead of developing problems. Tower road will need some repair in the near future.

Some discussion was held regarding portable or temporary structures. If a building has value, it is taxable whether it is temporary or not. A land use permit may be required if it is not really temporary.

The meeting was adjourned at 7:00 pm.

Submitted by Dan Hovland, Sec/Tr

The next meeting is scheduled for Wednesday, November 5, 2008 at 6:00 pm at City Hall.