

# UPSALA PLANNING COMMISSION

Regular Meeting, November 5, 2008

The regular monthly meeting of the Upsala Planning Commission (UPC) was held Wednesday, November 5, 2008 at City Hall, Upsala, Minnesota.

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

Absent: Steve Woller.

Visitors: Robert Maciej.

The meeting was called to order by Dan C. at 6:00 pm.

Minutes from the October 1, 2008 UPC meetings and the October 6 and November 3, 2008 Upsala Community Development Commission meetings were distributed, as well as those from the August 18, 2008 Regional Services Center Task Force meeting.

Dan C. distributed a list of capital improvement funds and copies of the March, 2007 Street Improvement Feasibility Reports, produced by Donald Anderson of Widseth, Smith, Nolting.

Dan C. reviewed land use permits applications that had been handled by the city clerk: Tom Klemish (replace sewer pipe); Charles Kuepers (siding, shingles); Tim Farris (roof, windows); and Community Covenant Church (shingles).

The clerk suggested that the following be added to the land use permit form: parcel numbers and a number for the form to help with tracking.

Lynda reported on information she had gathered from neighboring cities regarding building inspectors. Grey Eagle does not use one as they have not adopted the state building code. Swanville has their city maintenance person do followup inspection on land use permits, as part of their job description. Royaltown contracts with AllSpec Services (Nancy Scott, owner/ inspector 320-839-5298). Lynda will contact AllSpec for more information about their services.

Ken will ask around some more for possible local interest in providing services as a building inspector on an "as needed" basis.

Dan C. distributed copies of the Zoning & Subdivision Ordinance which has been the guideline for the UPC since 2006.

Tower Road was discussed. It is a narrow road with no shoulder; the surface and edges show problems, especially from County Road 19 to CR 228. Consensus was to have Don Anderson inspect the road and make recommendations toward future improvements.

The clerk made note that the city does not have a good map showing clear city boundaries. The aerial view in the meeting room (from Spatial Technologies) does have the boundaries but it does not have much detail.

The UPC will need replacements for Ken and Dan H. by January, 2009.

The meeting was adjourned at 6:55 pm.

Submitted by Dan Hovland, Sec/Tr

The next meeting is scheduled for Wednesday, December 3, 2008 at 6:00 pm at City Hall.