



**Meeting of the Planning Commission
Held at the Elk River City Hall
Tuesday, December 17, 2024**

Members Present: Chair Perry Beise, Commissioners Dennis Booth, Eric Johnson, Dornan Bland, James Zahler, and Robert Rydberg

Members Absent: Commissioner Anthony Kaba

Staff Present: Senior Planner Chris Leeseberg and City Clerk/Recording Secretary Tina Allard

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

Mr. Leeseberg stated the worksession and its adjournment could be removed from the agenda as there are no items to discuss this evening.

Moved by Commissioner Johnson and seconded by Commissioner Booth to approve the agenda with the items noted above removed. Motion Carried 6-0.

4. CONSIDER MINUTES

4.1 October 22, 2024, Regular

Moved by Commissioner Booth and seconded by Commissioner Zahler to approve the October 22, 2024, minutes. Motion Carried 6-0.

4.2 November 26, 2024, Regular

Moved by Commissioner Johnson and seconded by Commissioner Booth to approve the November 26, 2024, minutes. Motion Carried 6-0.

5. PUBLIC HEARINGS

5.1 Preliminary Plat: Norrgard Wooded Acres, PID 75-00937-0110, Chaz Norrgard

Mr. Leeseberg presented the staff report.

Chair Beise opened the public hearing. There being no one to speak to this matter, Chair Beise closed the public hearing.

Commissioner Rydberg asked if there is an existing trail that would connect to the proposed trail easement being requested by the Parks and Recreation Commission or if it's only an easement request.

Mr. Leeseberg stated the Parks and Recreation Commission is recommending a 30' wide trail easement across the east side of lots 1, 2, and 3. He noted this land is located close to the city limits and a future trail is designated at this location in the Parks Master Plan. The timeline for construction of the trail is currently unknown.

Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend approval of the Preliminary Plat of Norrgard Wooded Acres with the conditions outlined in the memo. Motion Carried 6-0.

6. GENERAL BUSINESS

There was no General Business.

7. COUNCIL LIAISON UPDATES

Councilmember Westgaard provided an update of the December 2 and December 16 Council meetings.

8. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner Johnson and seconded by Commissioner Booth to adjourn the meeting. Motion Carried 6-0.

The meeting adjourned at 6:40 p.m.

Minutes prepared by City Clerk Tina Allard.

9. WORK SESSION

This item was removed from the agenda.

10. MOTION TO ADJOURN

This item was removed from the agenda.



Perry Beise, Chair



Tina Allard, City Clerk