

**CASS COUNTY PLANNING COMMISSION  
JANUARY 24, 2019**

**1. MEETING TO ORDER**

A meeting of the Cass County Planning Commission was called to order on January 24, 2019, at 7:00 AM in the Vector Control Conference Room with members present as follows: Todd Ellig, Kevin Fisher, David Gust, Ken Lougheed, Brad Olson, Keith Monson and Duane Breitling. Dr. Tim Mahoney was absent. Also present were County Planner Barrett Voigt; Assistant County Engineer Tom Soucy; Cass County landowner Paul Schulz; Brian Hoffart of Minnkota Power Cooperative; Todd Weber, Gill Township Supervisor and Steve Link, Pifer's Auction & Realty.

**2. MINUTES, APPROVED**

***MOTION, passed***

**Mr. Gust moved and Mr. Olson seconded to approve the minutes of the October 25, 2018, meeting as presented. Motion carried.**

**3. NEW BUSINESS**

a. Introduction of new County Planner, Barrett Voigt

Mr. Voigt introduced himself and gave a brief rundown of his background and previous experience.

b. Appointment of Keith Monson to the Road Advisory Committee

***MOTION, passed***

**Mr. Ellig moved and Mr. Breitling seconded to appoint Mr. Monson to the Road Advisory Committee. Motion carried.**

**4. PUBLIC HEARING ITEMS**

**a. Subdivision application and variance request– Minor Subdivision in Warren Township**

Mr. Lougheed opened the public hearing.

Mr. Voigt provided an overview of an application for a minor subdivision entitled Warren Substation Subdivision and variance request for a proposed electrical substation without transferring development rights as required by the Cass County Subdivision Ordinance Section 308. The said tract is located in part of the Northwest Quarter of Section 16, Warren Township.

Mr. Voigt stated that the land will be purchased by Minnkota Power Cooperative, Inc. in order to replace a substation located directly to the north of the property. Staff recommends approval with the following conditions:

1. Dedication of right of way at the following locations prior to recording the proposed certificate of survey:
  - a. North property line along County Highway 6: From statutory 33 feet of right of way line to 100-foot distance from property line,
  - b. West property line along County Highway 15: From 65-foot right of way line to 100-foot distance from property line.

2. Add dedication of right of way document numbers to proposed certificate of survey prior to recording.
3. Access approach on County Highway 6 is 262.2 feet east of County Highway 15 centerline.
4. Section 303.3 of the Subdivision Ordinance is met.

Brian Hoffart of Minnkota Power Cooperative, and landowner Paul Schulz were present to answer questions about the application and variance request. Mr. Hoffart stated that they were made aware of the need for the variance request as a result of discussion at the last Commission meeting in October when the original subdivision application was scheduled for a public hearing.

Discussion was held regarding the subdivision ordinance and the variance.

The public hearing was closed.

***MOTION, passed***

**Mr. Ellig moved and Mr. Fisher seconded to approve the minor subdivision and variance request with the conditions outlined by the County Planner.**

**On roll call vote, the motion carried with Mr. Lougheed, Mr. Monson, Mr. Ellig, Mr. Breitling, Mr. Olson, and Mr. Fisher voting “Yes”; Mr. Gust voting “No”.**

**b. Subdivision application– Minor Subdivision in Lake Township**

Mr. Lougheed opened the public hearing.

Mr. Voigt reviewed an application for a minor subdivision entitled Harbeke Subdivision. The said tract is located in part of the Northeast Quarter of the Southeast Quarter of Section 12, Lake Township.

Mr. Voigt reviewed that the applicant proposes to establish a two lot, one block subdivision that would encompass approximately 21 acres. Staff recommends approval with the following conditions:

1. A deed restriction be recorded that meets the requirements of Section 308 of the Cass County Subdivision Ordinance.
2. Section 303.3 of the Subdivision Ordinance is met.

The public hearing was closed.

***MOTION, passed***

**Mr. Gust moved and Mr. Monson seconded to approve the minor subdivision with the condition outlined by the County Planner.**

**Motion carried.**

**c. Subdivision application– Minor Subdivision in Gill Township**

Mr. Lougheed opened the public hearing.

Mr. Voigt reviewed an application for a minor subdivision entitled Hoffman Subdivision. The said tract is located in part of the Northwest Quarter of the West half of Section 11, Lake Township.

Mr. Voigt reviewed that the applicant proposes to plat one lot of approximately 10 acres for the purpose of allowing for the sale of the Lot and the construction of a single family residential structure. Staff recommends approval with the following conditions:

1. Section 303.3 of the Subdivision Ordinance is met.

Discussion was held regarding a shared driveway or widening the existing access versus adding an additional access. Mr. Weber from Gill Township reviewed the townships position that they have no significant issues with the subdivision.

The public hearing was closed.

***MOTION, passed***

**Mr. Gust moved and Mr. Ellig seconded to approve the minor subdivision with the addition of the deed restriction as required in the Cass County Ordinance.**

**Motion carried.**

## **5. ADJOURNMENT**

**On motion by Mr. Gust, seconded by Mr. Ellig, and all voting in favor, the meeting was adjourned at 8:15 AM.**