

**City of Gem Lake
Planning Commission Meeting – July 9, 2024
Meeting Minutes**

Planning Commission Chair Joshua Patrick called the meeting to order at 7:00 p.m. Commission Members Art Pratt, Derek Wippich, and Stephanie Farrell were present. Not present was Commission Member Don Cumming. Also present: City Planner Evan Monson, City Attorney Stand-in Martin Norder, and Acting City Clerk Melissa Lawrence.

July 9, 2024

A motion was introduced by Commissioner Pratt to accept the agenda, seconded by Commissioner Wippich. Motion carried 4-0.

Minutes

A motion was introduced by Commissioner Pratt, seconded by Commissioner Wippich to approve the May 14, 2024, Planning Commission Meeting minutes. Motion carried 4-0.

Public Hearings

None

Old Business

Ordinance No. 09, 65, and 116 Liquor Discussion

The City Council has tasked the Planning Commission with reviewing and combining ordinances regarding Liquor. The Ordinances include:

1. Ordinances 9 and 65 – Intoxicating Liquor
2. Ordinance 116 – Non-Intoxicating Liquor

City Planner Evan Monson presented the Commission with a draft version of Ordinance No. 146 Liquor that included the incorporation of Ordinances 9, 65 and 116. An initial draft was reviewed at the May Planning Commission meeting.

In the meantime, City staff found a draft ordinance that was approved by City Council on January 15th, 2019. This was an amendment to Ord. No. 9. Said ordinance was never posted on the City’s website nor was a final version saved in City records. For clarity, this ordinance will be referred to in this memo as “Ordinance 2019.”

Due to the new information in Ord. 2019, Ord. No. 146 was edited since the last Planning Commission meeting to reflect some of the content in Ord. 2019 as well as the content from the League of Minnesota Cities (LMC) model ordinance.

Ord. No. 146 combined the above liquor ordinances. Content updates are aligned with state statutes. Changes proposed include revising the definitions to include references to terms in state statutes, removing references to fee amounts and placing them in the Fee Schedule (Ord. No. 135), and adding measurable distance requirements regarding locations. See City Planner Memo attached.

The Commission reviewed the new proposed Ordinance 146 and suggested some additional minor changes to be reflected before it is put in front of the Council for approval. The Commission would like to forward the document along to the City Council for approval based on the suggested edits made by the City Planner and additional suggestions by the Commission.

Commissioner Pratt introduced a motion, seconded by Commissioner Wippich. Motion carried 4-0.

Fee Schedule Suggested Changes

Along with the Ordinance updates, City Planner Evan Monson recommends that the City’s Fee Schedule (Ordinance No. 135) be updated to list any fees, fines, and other charges that are currently in the Liquor ordinances. Sunday On-Sale, Liquor Off-Sale, On-Sale Wine, and One Day Consumption/Display license fees have maximum amounts by State Statute. All other fees are set by the city. See City Planner Memo attached.

The Commission discussed the suggested fee schedule updates and would like to forward the document along to the City Council for approval based on the edits made by the City Planner.

Commissioner Pratt introduced a motion, seconded by Commissioner Wippich. Motion carried 4-0.

New Business

None

Open Items for Commission Members to Bring Up

None

Future Meetings

City Council Meeting, Tuesday, July 16, 2024, at Heritage Hall, and Planning Commission Meeting, Tuesday, August 14, 2024, at Heritage Hall.

Commission Chair Patrick shared that if the municipal water and septic ordinances listed on the draft August agenda are not ready for discussion that the Commission could possibly skip the August meeting and push the hunting ordinance discussion to the September meeting.

Attendance Inquiry

Commissioner Chair Patrick surveyed the Commission to see if any of the members would have any issues attending the August 14, 2024, meeting. At this time Commissioner Farrell is the only one that may have a conflict.

Adjournment

Being there no further business, following a motion from Commissioner Wippich, seconded by Commissioner Pratt, the meeting adjourned at 7:31 p.m.

Respectfully submitted, Melissa Lawrence