

**City of Falcon Heights  
Planning Commission Minutes  
April 26, 2016**

**PRESENT:** Commissioners Bellemare, Schafer, Larkin, Murphy, Williams, Staff Liaison Moretto, Council Liaison Harris

**ABSENT:** Commissioners Alexander

The meeting was called to order at 7:15 p.m. by Chair Larkin.

**The minutes of the March 22<sup>nd</sup>, 2016 meeting of the Planning Commission were approved.**

**AGENDA:**

**1. Zoning Review**

Staff presented and explained the need for a zoning review process for projects that could violate zoning code. Staff requested feedback from the Planning Commission regarding a verification process that ensures that codes are not violated. There was concern that this might add additional steps that might not be necessary and that we should address issues that are called to our attention when there is a complaint. It was recommended that staff develop a form and that the commission revisit this issue later in the summer.

**INFORMATION AND ANNOUNCEMENTS:**

Building Heights Ordinance hearing next month.

Commissioner Murphy presented his concerns regarding the methods that are used to notify residents of a public hearing. The commissioner's position was that notice should go to all residents and not just the owners. The commissioner requested this be put on a future Planning Commission agenda. Staff recommended consulting with the City Administrator on the issue.

**Community Forum: None**

**ADJOURNMENT:** The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

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Paul Moretto  
Community Development Coordinator

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John Larkin  
Chair – Planning Commission