

**City of Norway Planning Commission**  
**Regular Meeting Minutes**  
**June 2, 2021**

**Roll Call:** A. Kalcec, M. Skog, B. Thorne, M. Kalcec, L. Bietila, and Laura Hyde-Smith,

**Absent:** J. Muraro,

**Others Present:** R. Anderson, City Manager; and Trisha Plante, City Clerk

**Citizens Present:** Mr. & Mrs. John Hinds, and Laura Hyde-Smith

**Approve Agenda:** Motion made by Member B. Thorne, supported by Member M. Kalcec and unanimously approved Regular Meeting Agenda of June 2, 2021.

**Approve Minutes:** Motion made by Member M. Skog, supported by Member B. Thorne and unanimously approved Regular Meeting Minutes of May 5, 2021.

Planning Commission Member Laura Hyde-Smith joined the audience as a petitioner for the public hearing.

**Public Hearing:**

**Motion:** Motion made by Member B. Thorne, supported by Member M. Skog and unanimously approved to enter into Public Hearing to discuss application for Conditional Use Permit for Kennel – Tilly/Hyde-Smith (W5724 Summit Road).

Discussion: Petitioner, Laura Hyde-Smith – W5724 Summit Road provided information for the Planning Commission. Public comment provided by Mr. & Mrs. John Hinds – W5709 Summit Road.

**Motion:** Motion made by Member B. Thorne, supported by Member M. Kalcec and unanimously approved to close Public Hearing and enter back into regular session.

Discussion: Provided information on the zoning code amendment. No public or board comments.

**Motion:** Motion made by Member M. Skog, supported by Member B. Thorne and unanimously approved to enter into Public Hearing to discuss City of Norway Code Amendment.

**Motion:** Motion made by Member B. Thorne, supported by Member M. Skog and unanimously approved to close Public Hearing and enter back into regular session.

**New Business:**

Conditional Use Permit for Kennel – Tilly/Hyde-Smith (W5724 Summit Road) – The Planning Commission reviewed a Conditional Use Permit submitted by Tilly/Hyde-Smith, owner of W5724 Summit Road. Mrs. Laura Hyde-Smith’s plan is to utilize dogs for livestock protection.

**Motion:** Motion made by Member M. Skog, supported by Member M. Kalcec and approved Conditional Use Permit for Kennel – Tilly/Hyde-Smith located at W5724 Summit Road. Complaints outside of the zoning issues will be handled by the Police Chief and City Manager.

Zoning Code Amendments – The Planning Commission discussed the following sections of the zoning code which are recommended in an amendment;

- Ordinance # 444

**Motion:** Motion made by Member M. Kalcec, supported by Member L. Bietila and unanimously approved recommendation to City Council for adoption of City of Norway Zoning Code Amendment – Ordinance #444.

Commercial Site Plan Review – Smokler’s Food Truck – The Planning commission discussed the site plan.

**Motion:** Motion made by Member L. Bietila, supported by Member M. Kalcec and approved Commercial Site Plan Review – Smokler’s Food Truck.

Ayes: A. Kalcec, M. Kalcec, L. Bietila, B. Thorne, and L. Hyde/Smith

Nays: None.

Abstain: M. Skog

**Old Business:**

Master Plan Review – The Planning Commission again discussed the upcoming master plan review project. As part of the review, the following suggestions were made;

- Educational Facility
- Conservation
- Maintaining or increasing housing
- Goals, smart goals
- Oakcrest Subdivision
- Website up to date
- Schedule joint meeting with other boards and committees (within next six months)

RRC Program Update- Identify funding opportunities and go after them. Earmark programs that include funding, assistance, and help. It is the planning commission’s job to dream of the way things could be.

**Communications:** City of Norway Zoning Log was available for review.

**Citizen Comments:** None

**Board Member Privilege:**

**Next Meeting Date:** July 7, 2021

**Adjourn:** Motion made by Member B. Thorne, supported by Member M. Kalcec and unanimously approve to Adjourn.

Respectfully Submitted,

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Leonard Bietila, PC Secretary