



**Planning and Zoning Meeting with CPIC members**  
**Wednesday, December 3, 2025, 7:00pm**  
**City Office Council Chambers**

1. Call to Order – Meeting was called to order at 7pm by Chair Hunter Pederson.  
Present: Hunter Pederson, Harrison De Boer, Sarah Sheets, Alan Albrecht, Sheldon Mathews  
Absent: none  
Staff Present: P&Z Administrator Amy Soeffker  
Guests Present: none
2. Pledge of Allegiance – All stood for the Pledge of Allegiance.
3. Approve Agenda
  - December 3, 2025 – Motion by De Boer to approve the December 3<sup>rd</sup> agenda, seconded by Sheets. Motion carried.
4. Approve the Minutes
  - November 5, 2025 – Motion by Pederson to approve the November 5<sup>th</sup> minutes, seconded by Albrecht. Motion carried.
5. New Business
  - a. Final review of updated Zoning Code/recommend moving forward to Attorney Janssen – Motion by Sheets to move the Zoning Code to Attorney Janssen for review, seconded by De Boer. Motion carried.
  - b. Review of proposed Subdivision Ordinance (Tabled from November 5<sup>th</sup> meeting) – Motion from Pederson to update the city administrator language to zoning administrator and move the proposed Subdivisions Ordinance to Attorney Janssen for review, seconded by Sheets. Motion carried.
  - c. 330 McGrann – Homeowner did not attend the meeting.
6. Old Business
  - a. Sharda Enclave update -none
  - b. Wide Open Marine update - none
  - c. Update on meeting with Townships regarding orderly annexation (Sarah Sheets and Albrecht) – Sheets and Albrecht met with Washington Lake Township on November 10<sup>th</sup> and will meet with Green Isle Township on December 8<sup>th</sup>. Albrecht stated that the meeting with Washington Lake went well and that they were receptive to orderly annexation.

7. Other/Updates
  - a. Safe Streets and Roads for All Funding update – none
  - b. MnDOT District 7 Local Partnership Funding – LOI submitted.
  - c. Transportation Alternatives program - LOI submitted.
  - d. January meeting – **hold Thursday, January 15<sup>th</sup> at 7pm for possible first P&Z meeting**, if there is enough for an agenda.
8. Adjournment – Motion by Pederson to adjourn the meeting at 7:30 pm, seconded by Sheets. Motion carried.

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P&Z Administrator Amy Soeffker

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Chair Hunter Pederson