1. MEETING TO ORDER
A meeting of the Cass County Planning Commission was called to order on January 23, 2020, at 7:00 AM in the Vector Control Conference Room with members present as follows: Ken Lougheed, Rocky Bertsch, David Gust, Brad Olson, Elissa Novotny and Kris Schipper. Mr. Breitling, Mr. Monson and Dr. Mahoney were absent. Also present were County Planner, Barrett Voigt; States Attorney, Birch Burdick and County Engineer, Jason Benson.

2. MINUTES, APPROVED
*MOTION, passed*
Mr. Gust moved and Mr. Olson seconded to approve the minutes of the December 12 meeting as presented. Motion carried.

3. PUBLIC HEARING ITEMS
a. Minor Subdivision Plat of Hamre Subdivision, located in Watson Township
Mr. Lougheed opened the public hearing.

Mr. Voigt stated that the board may want to continue this item as the plat is not yet completed.

The public hearing was closed.
*MOTION, passed*
Mr. Gust moved and Mr. Olson seconded to continue this item until the plat is complete.
Motion carried.

b. Minor Subdivision Plat of Punton Subdivision, located in Empire Township.
Mr. Voigt provided an overview of the for a minor subdivision entitled Punton Subdivision. The proposal requests approval for a three (3) lot One (1) block subdivision of approximately 18.96 Acres. According to the applicant, the subdivision is requested to allow for the construction of a barn structure to allow for a commercial wedding business venue. The proposed lot is located at 14641 28th Street SE, Ayr, ND in Empire Township on the north side of Township Road 28th Street SE.

The proposed ownership and maintenance responsibilities will be private. The subdivision will use a township road access, ditches for storm sewer conveyance, rural water, and on-site septic system for wastewater treatment. The property is not within the 100 year flood plain. The township has no concerns regarding road capacity.

*MOTION, passed*
Mr. Gust moved and Ms. Novotny seconded to accept the findings and recommendations of staff and recommend
approval to the County Commission with a deed restriction being recorded on the remaining 120 acres. Motion carried.

4. NEW BUSINESS
   a. Contract
      They are working on the contract for updating the subdivision ordinance. KLJ is working on contract negotiations and then it will go to the Cass County Commission the 1st meeting in February.

   b. County Planner
      Mr. Voigt will continue on a part-time basis for approximately another month. Interviews are being held at this time for a new County Planner.

5. ADJOURNMENT
   On motion by Mr. Gust, seconded by Mr. Bertsch, and all voting in favor, the meeting was adjourned at 7:30 AM.

Minutes prepared by DeAnn Buckhouse, Election Coordinator