



**City of Greenfield**  
**7738 Commerce Circle**  
**Council Work Session Meeting Minutes**  
**March 21, 2023**  
**6:00 p.m.**

**1. Call Meeting to Order**

**2. Roll Call**

Members Present: Mayor Johnson, Councilors Kyal Klawitter, Mark Workcuff, Corey Bronczyk and Nick Roehl

Staff Present: City Administrator Margaret Webb, City Engineer Ron Wagner and Zoning Administrator Tori Leonhardt


**3. Discussion - Chapter 150 Building Code & Chapter 34 Fee Schedule – Escrow for As-Built Survey for R1, R2, R# and Shoreland Overlay Districts**

At the March 7, 2023 work session it was discussed if the city should continue requiring as-built/grading certificates for new construction. The council's general consensus was to only require as built surveys in R1, R2, R3 and Shoreland Overlay Districts and eliminate the grading certificate requirement. At the last meeting some council members were concerned with the added cost that would be passed on to the homeowners. Leonhardt contacted Otto Surveying and they would charge about \$800 for an as-built survey and grading certificate on a lot less than a quarter acre that had sewer and water and would charge around \$1000-\$1500 for an as built survey and grading certificate on a larger lot. Leonhardt also went through the proposed changes in sections 150.15, 150.16, 150.17 and 150.31. Roehl and Bronczyk asked what was amended language in 150.16. Klawitter was concerned about the costs that would be required. Workcuff doesn't like extra costs but if everyone would do what they say they are going to do, then we probably wouldn't need another survey. Bronczyk wanted to know how many issues we have had in 2022. Leonhardt replied that there were 4. He feels there are a lot of administrative fees that are charged to residents. Roehl best practices suggest this should be approved with a \$2,000 escrow and \$500 fee. Workcuff asked about what a lot survey entails. Leonhardt explained in detail. A detailed survey sure helps. Johnson's concern by doing this would eliminate liability. Roehl close setback should require as-builts. Sees this as reasonable. Promotes dialogue with changes. Johnson had concerns with the shoreland overlay district as those lots can be larger and suggested that this district be removed.

**4. Adjourn**

MOTION by Workcuff, seconded by Klawitter to adjourn the meeting. All voted in favor. Motion carried 5-0. Meeting adjourned at 6:56 p.m.

  
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Mayor Brad Johnson

  
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Attest: Margaret Webb, City Administrator