

MINUTES OF PLANNING COMMISSION MEETING

April 10, 2023

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 10th day of April, 2023 at 6:30 PM

THE FOLLOWING WERE PRESENT: Chairman Ferris, Commissioner Buckingham, Commissioner Fitch, Commissioner Hanson, Commissioner Egglar and Commissioner Johnson

THE FOLLOWING WERE ABSENT: Commissioner Tinsley

THE FOLLOWING WERE ALSO PRESENT: City Administrator Tim Ibisch, City Clerk Linda Rappe, Ian Albers, Planning/EDA Assistant, Travis and Isbaella Carlson, Tim O'Morro, Chad Winebrenner

CALL TO ORDER AT 6:30PM

MINUTES OF THE PREVIOUS MEETING – March 13, 2023 Correction: remove City Administrator from those also present - **Motion to Approve with the Correction made by Commissioner Egglar, second by Commissioner Johnson with All Voting Aye**

1. **PUBLIC HEARINGS – CUP FOR A FENCE – CARLSON** – Planning Assistant, Ian Albers stated that Isabella Carlson submitted a request to put a fence on the property line at 804 3rd St SE. On the west side of property it would be on the property line and connect to a current fence, on the south the fence would be at least 3 feet in from the property line and the east side there is an outlot owned by the City of Kasson. The Property owner acknowledges that the fence to the south is in a utility easement and should that easement need to be utilized the fence will be dismantled at the owner's expense. Chairman Ferris stated that there is a letter from Don Marti asking that the pins be located.

Public hearing Opened

No comments

Public hearing Closed

Discussion: the neighbors at 802 3rd St SE, Chad Winebrenner, they have discussed the maintenance on the fence.

Motion to Approve made by Commissioner Johnson, second by Commissioner Buckingham with All Voting Aye.

2. **PARKING STUDY MEMO** – this outlines Mr. Albers' plans to do a parking study downtown mostly on Main St. and some of the off street parking areas. And hopefully come up with additional parking and safety. He does not have specific times yet that he will be conducting the study.
Feedback:
Commissioner Egglar asked that when Mr. Albers does the study to see how far out on a side street that cars have to pull out to see to turn onto main street.
Commissioner Fitch – would like this to go to the chamber also.
Commissioner Johnson would like to get a sampling time in when there is an event in town. –
Administrator Ibisch stated that the goal is to get multiple samplings of times.
Administrator Ibisch stated that the loading and unloading on main street has become problematic. The City may need to resurface some of the alleys.
The City owns some land behind the legion that could be paved for more options.
3. **RFP FOR CEMETERY LAND IN SW KASSON** – Administrator Ibisch stated that the City has property surrounding the cemetery and this would be a place for potential growth and we would like to

see what the market wants. Planning Assistant Albers built the RFP around the concept plan. There is a timeline included with preliminary presentations at the end of May. This is already parceled off for the cemetery. The expectation is that the City would retain the cemetery. The City Council is interested in seeing what the developers would want to do with that property and if anyone is interested.

Commissioner Johnson asked about the accessibility and will we require one access or two.

Commissioner Egglar stated that we need feedback from a developer before we know what to do with the land. Paul stated that the developers know what there is a market for and if someone wants to make it residential then let them or if there is a developer that wants to build commercial then we should hear that. Commissioner Fitch asked if Blaine's property is in a wetland and can it be used as a park since Windsor Court's park is right there on that side.

This is really all developer driven.

The Planning Commission asked Mr. Albers to revise the timeline to present to Council at the first meeting in June instead of May.

OTHER – Wilker – Update CUP conditions – Administrator Ibisich stated that he will ask public works to go out there.

ADJOURN – 7:06pm

Respectfully Submitted,

Linda Rappe, City Clerk