

MINUTES OF PLANNING COMMISSION MEETING

March 13, 2017

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 13th day of March, 2017 at 6:30 PM

THE FOLLOWING MEMBERS WERE PRESENT: Commissioner Ferris, Commission Sannes, Commissioner Tinsley and Commissioner Zelinske, Commissioner Burton, Commissioner Torkelson and Commissioner Borgstrom.

THE FOLLOWING WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Administrator Coleman, City Clerk Rappe, Fire Chief Fitch, Rich Massey and David Martin of Massey Surveying, Matt Leth and Gerry Giese

CALL TO ORDER: Commissioner Ferris called the meeting to order at 6:30 PM.

MARCH AGENDA: Motion to approve the March Agenda as submitted made by Commissioner Burton, second by Commissioner Sannes with all voting Aye.

MINUTES OF PREVIOUS PLANNING COMMISSION MEETING: Motion to Approve the February 15, 2017 minutes made by Commissioner Burton, second by Commissioner Zelinske with all voting Aye.

PUBLIC HEARINGS:

Final Plat – Prairie Willow Estates Fourth - Administrator Coleman distributed a letter received from City Engineer. This letter is the WHKS recommendation for approval of the final plat with the conditions in the packet and letter.

Public hearing opened – David Martin, Massey Surveying, has had conversations with the City Engineer and City Administrator and will abide with the recommendations and comments.

Public hearing closed.

Discussion: Administrator Coleman stated that Bigelow has asked that the association documents be required at building permit time and not at final plat since he needs some time to work out the details.

Motion to Approve the Final Plat With All Noted Conditions made by Commissioner Zelinske, second by Commissioner Tinsley with all voting Aye.

Preliminary Plat – Leth Subdivision – Administrator Coleman stated that the City Engineer provided mark-ups on the plat that is provided tonight. The major change is that the pond will be a temporary one and when the region to the east is developed the pond would move to the east.

Public hearing opened – Commissioner Burton asked how the southeast unplatted area will drain north to the temporary pond. David Martin, Massey Surveying, stated that there will be swales along the property lines. Commissioner Borgstrom stated that this could be a long term temporary pond depending on development to the east. Mr. Martin stated that Mr. Leth will retain ownership of the pond and maintain it. Commissioner Zelinske stated that he would like to see the corrected plan. Mr. Martin stated that the corrections will be on the construction plans.

Public hearing closed.

Discussion – Commissioner Borgstrom confirmed that this area is zoned C-3 and that requires a 30 foot setback.

Motion to Approve with Conditions Listed made by Commissioner Burton, second by Commissioner Zelinske with all voting Aye.

OLD BUSINESS:

Tabled Rezone Request- Administrator Coleman referred the Commissioners to the letter from City Attorney regarding rezone. Rich Massey, Massey Surveying, asked how soon the city would be putting 16th St in. Commissioner Burton stated that the City is still waiting for a current recommendation from MnDOT on access and would like to receive that before he is ready to make a decision. Mr. Massey stated that a road along the west side of the property would be the way to go but 16th St is not there to connect it to. Mr. Massey would like to see the city start being progressive and it would be nice to get an access at least a temporary access until more people buy in and a road is needed. Administrator Coleman stated that the comprehensive plan update could change this but that is about a year out. Administrator Coleman stated that there is a couple meetings on the schedule to talk to MnDOT. Chairman Ferris stated that he believes we could rezone this with or without the MnDOT opinion on access. Administrator Coleman stated that rezoning the property does not preclude the need for an acceptable general development plan. Commissioner Burton stated that the frontage road doesn't meet the standards for C-3 or CM. Chairman Ferris read from the current comprehensive plan that commercial business is planned for Highway 57. Commissioner Borgstrom does not have an issue with it being C-3 or CM but is concerned for the two homeowners if the City rezones all of the area. Commissioner Borgstrom inquired as to how the property would be served with water and sewer, Mr. Massey stated that there would be grinder pumps and take it under Highway 57.

Motion to Table the Rezone Request Pending the Extension Request and if the Extension Request is Not Received By End of Business on Friday, March 17, 2017 the Recommendation Is To Deny, made by Commissioner Burton, second by Commissioner Torkelson with all voting Aye.

NEW BUSINESS:

Resolutions Amending Conditional Use Permits – Administrator Coleman stated that there were two conditional use permits for the 1500 W Main Street parcel and the Outlot B of Prairie Willows Second. First resolution for 1500 W Main St the City is removing the trail easement and change to; seal existing well if applicable. Second, the resolution for Outlot B of Prairie Willows Second, the City is removing the trail easement and the requirement to upgrade the township road. These will be voted on by council.

Comprehensive Plan – Administrator Coleman informed the Commissioners that the council did approve Hoisington Koegler to update the comp plan, and the timeline for doing so. Commissioner Torkelson volunteered to be on the workgroup.

OTHER: Commissioner Burton announced that the County will be having a public meeting on the County Comprehensive Plan on April 6 at the KM Learning Center at 6pm.

ADJOURN – Since the agenda had been met the meeting was adjourned at 7:34 pm.

ATTEST:

Linda Rappe
City Clerk

Theresa Coleman
Zoning Administrator/City Administrator