

## MINUTES OF PLANNING COMMISSION MEETING

January 8, 2018

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 8th day of January, 2018 at 6:30 PM

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

**THE FOLLOWING WERE ABSENT:** None

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Coleman, City Clerk Rappe, Rich and Michelle Massey, Jerry Berg, Tim O'Morrow.

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

**AGENDA:** - Remove the Public Hearing for Jason Wilker on request of his attorney, the Commissioners were instructed to refer Mr. Wilker to the City Attorney if he contacts them directly.

**MINUTES OF PREVIOUS PLANNING COMMISSION MEETING:** Motion to Approve the December 11, 2017 minutes with correcting the double negative in the motion for Images Variance made by Commissioner Burton, second by Commissioner Zelinske with all voting Aye.

**PRELIMINARY PLAT – HACK’S 2<sup>ND</sup> SUBDIVISION:** Administrator Coleman referred the Commissioners to the opinion letter from the City Attorney recommending the entire subdivision be replatted including the minor subdivided lot as Hack’s Subdivision. Mr. Massey stated that according to the state we cannot name a plat a “replat” and it would have to be Hack’s 2<sup>nd</sup> Subdivision.

Commissioner Borgstrom would like to see documentation proving that the minor subdivided lot would need to be included, that lot is not involved with this. Commissioner Zelinske stated that the North 152 feet of the east 108 feet is a separate parcel. Administrator Coleman asked the Commissioners to look at the staff recommendations for inclusion in the motion and to put the name of the subdivision in the motion. Commissioner Burton asked if anything was found as to whether wac and sac fees and parkland fees had been paid. Administrator Coleman stated that staff could not find that any have been paid. Mr. Massey does not feel that he should pay wac and sac on the two lots that already have service to them. Administrator Coleman stated that the increase in density would trigger the wac and sac and parkland fees. Commissioner Burton agrees with the Developer shouldn’t have to pay wac and sac for the two lots that have services. Commissioner Burton is fine with two separate driveways on lots 3 and 4. Commissioner Zelinske feels that sidewalk on the south side of 16<sup>th</sup> St is going to be something the city will have to absorb. The Commissioners are in agreement not to have a trail on the west side and to have the trail/sidewalk on 5<sup>th</sup> Ave NE and to have four new driveways, two on 16<sup>th</sup> St and 2 on 5<sup>th</sup> Ave NE and to have the Developer pay wac and sac and parkland fees on lots 1 3 and 4. The Commissioners went step by step through the staff recommendations: believe it does not apply to the minor subdivision, no sidewalk on 16<sup>th</sup> St NE and the trail/sidewalk on 5<sup>th</sup> Ave NE, wac and sac and parkland fees charged on lots 1, 3 and 4 only, all four lots will have driveways, utility easements are noted on plat, the well documentation is still needed, water/sewer and subdrain access are within the easements, the sewer hookup requiring “insertate” should be on construction plans, Restore pavement to current condition and chip seal after hookup, and under the Engineer’s recommendations only keeping the suggestion of the drainage easement.

**Motion to approve the Preliminary Plat as the first phase of the Re-Plat of Hack's Addition with the following conditions outlined by the staff with wac and sac and parkland fees are based on lots 1, 3 and 4 and that drainage easements be outlined on the plat, second by Commissioner Zelinske with all voting Ayes.**

**OTHER BUSINESS** – Commissioner Borgstrom made a motion for Chairman Ferris to continue to be Chair for 2018, second by Commissioner Zelinske with Ayes: Burton, Tinsley, Torkelson, Zelinske and Borgstrom, Abstain: Ferris.

Administrator Coleman stated that the Comp plan working group meeting will be Feb 7 at 7pm at Kasson Public Works Building

**ADJOURN 6:59PM**

**ATTEST:**

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Linda Rappe  
City Clerk

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Theresa Coleman  
Zoning Administrator/City Administrator