

PLANNING COMMISSION

JULY 12, 2021

6:30 O'CLOCK P.M.

1. Call to Order
2. Minutes of the Previous Meeting – June 14, 2021
3. Fence Ordinance Discussion
4. Update on Plaza 57 Coffee
5. Update on Marti Subdivision Lot 3 Building in Floodplain
6. Transportation Map/Plan
7. Other
8. Adjourn

MINUTES OF PLANNING COMMISSION MEETING

June 14, 2021

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 14th day of June, 2021 at 6:30 PM

THE FOLLOWING WERE PRESENT: Chairman Ferris, Commissioner Burton, Commissioner Thompson, Commissioner Torkelson, Commissioner Zelinske, Commissioner Tinsley and Commissioner Fitch

THE FOLLOWING WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: Administrator Tim Ibisch, Clerk Rappe, Deb O'Connor, Christy Eischens and Tim O'Morro

CALL TO ORDER AT 6:30PM

MINUTES OF THE PREVIOUS MEETING – May 10 and Special Meeting May 24, 2021 - Motion to Approve the Minutes as Submitted made by Commissioner Burton, second by Commissioner Fitch With All Voting Aye.

AMERICAN LEGION FENCE DISCUSSION – Christy Eischens and Deb O'Connor were in attendance representing the American Legion in Kasson. They would like to put a fence around the parking lot to expand their outdoor seating and provide for beanbags or other events. The City Council approved the fence to be 6 feet high and permanent. Eischens and O'Connor would like to request a review of this. They only want a 3 to 5 foot high fence. They want the fence to be semi-permanent on the south and west sides. They have met with fire chief regarding the fire code. They want a shorter fence to be seen and for material costs. They want it off the ground 6 inches. Dan concerned with the galvanized with sun reflecting off. The semi-permanent part would be removed in the winter for snow plowing and for additional parking. They would have gates for large deliveries. The gates on the fence should be exit only Commissioner Fitch stated, but they do not want to do one way gates. Commissioner Torkelson likes shorter fence so people can see. Commissioner Egger asked them to come with specific measurements, and how they are going to attach to the permanent fence to temp fence.

PUBLIC HEARING FOR - ORDINANCE CHANGE TO KENNEL LANGUAGE – Administrator Ibisch explained that there have been some enforcement issues regarding the animal ordinance. The changes to the kennel and animal ordinances were reviewed.

Public hearing open

No comments

Public hearing closed

Motion to Approve the Proposed changes made by Commissioner Burton, second by Commissioner Thompson with All Voting Aye.

PUBLIC HEARING FOR - ORDINANCE CHANGE TO SOLAR LANGUAGE – Administrator Ibisch gave background, this is revising the solar chapter to define things more clearly and we are seeing roof top systems wanting to come to town. It would restrict ground mounted systems more than they are now. This also lets the City make sure that this hooks into the City's system correctly. There is an interconnect agreement that governs a lot of the problems that could come up. Commissioner Egger would like language included that when panels come off the roof the roof is put back into serviceable condition

Public hearing open

No comments

Public hearing closed

Motion to Approve the Ordinance with Language Change made by Commissioner Egger, second by Commissioner Tinsley with All Voting Aye.

PUBLIC HEARING FOR - ORDINANCE CHANGE TO SIGN LANGUAGE – Administrator Ibisch stated that this is to remove the time period since that is unenforceable for temporary signs.

Public hearing open

No comments

Public Hearing closed

Motion to Approve the Ordinance made by Commissioner Thompson, second by Commissioner Torkelson with All Voting Aye.

FENCE PERMIT UPDATE – Planning Commission has discussed having a fence permit. Clerk Rappe suggested making it an ordinance instead of permitting. Will we want an inspection, or building inspections, cost? The Planning Commission would like to make this an ordinance and not permitting.

UPDATE ON DAVIDSON VARIANCE – Administrator Ibisch updated the Commission that the Council initially denied the variance and then the applicant appealed and the Council did approve it. The City is changing the permit form and making changes to help prevent this from happening again.

STERLING LARSON SOLAR PROJECT – The County is not going to sign off on this project unless the City gives the project an affirmative. Administrator Ibisch's comments were reviewed. The township's biggest objection is the request to change from urban expansion to landfill. Ibisch met with the contractors and they are not going to do anything and have other options if the City says no to this location. If the project is only 15 years it may not be a problem. Commissioner Torkelson asked about what is the advantage to us, basically no advantage to us. Commissioner Fitch stated that if 16th St goes through to the west this could open up a lot and this project would limit future growth on that side of town. Planning Commission's consensus was that there is no advantage to City so we are not interested.

TRANSPORTATION MAP/PLAN – The Commissioners were given maps to draw on and bring back to the next Planning Commission meeting with their suggestions on where they believe roads should connect.

OTHER

ADJOURN – 8:00pm

Respectfully Submitted,

Linda Rappe, City Clerk

Current Write-up:

§ 154.312 FENCES AND WALLS.

(A) *General.*

(1) Fences, hedges, walls and other landscaping shall be located entirely upon the property which they serve. Fences, hedges, walls and other landscaping **shall not obstructing** a utility or drainage easement or extending beyond the legal property boundary. ~~may be removed at the owner's expense.~~

(2) Barbed wire or above ground electric fences shall not be permitted, used or constructed, except in industrial districts or where livestock are permitted.

(3) All fences shall be maintained and kept safe and in a state of good repair and the finished side or decorative side of a fence shall face adjoining property and provide a clearance for maintenance without entering upon the neighboring property.

(4) No fence, wall or hedge shall exceed six feet in height, as measured from the finished grade, unless required by the city for screening, buffering or safety.

(5) No portion of a fence, wall or hedge projecting into the front yard of a property shall exceed **360** inches in height unless required by the city for screening, buffering or safety.

(6) The area between a fence and property line shall be maintained in an attractive condition at all times.

(B) *Approval required.*

(1) Fences on properties with three or more unit residences or nonresidential uses shall require a site plan review application and approval with the city, as described in § 154.066.

(2) Retaining walls measuring four feet in height or more shall require a building permit application and approval.

(C) *Temporary fences.*

(1) Fences erected for the protection of planting or to warn of construction hazard, or for similar purposes, shall be clearly visible or marked with colored streamers or other such warning devices at four-foot intervals.

(2) Such fences shall comply with the setback requirements set forth in this chapter.

(3) Temporary fences shall not be erected for more than 45 days.

(D) *Nonconforming fences.* Any fence existing on the effective date of this Code of Ordinances and not in conformance with this section may be maintained, but no alteration, modification or improvement of said fence shall occur, unless installed in conformance with this section.

(Ord. 879, passed 10-28-2020)

New Add to section B:

(3) Property-line Screening or Fencing. Screening or fencing shall not be erected within the City of Kasson any closer than three (3) feet from the property line. A variance shall be required for placement of screening or fencing closer to the property line. Where the property line is not clearly defined and located, a certificate of survey may be required by the Zoning Administrator or City Administrator to establish the property boundary prior to issuance of a building permit.

PERMIT APPLICATION FOR
FENCE ON PRIVATE PROPERTY
CITY OF KASSON

NAME: _____ TELEPHONE NO: _____

ADDRESS: _____

LEGAL DESCRIPTION OF PROPERTY: _____

PROJECT DESCRIPTION: _____

FENCE LOCATION: ON PROPERTY LINE(S) _____ 3 FEET IN FROM PROPERTY LINE: _____

FENCE WORK: NEW _____ RECONSTRUCTION: _____ PROPERTY CURRENTLY ZONED: _____

FENCE MATERIAL: _____ FENCE HEIGHT: _____ OPENNESS PERCENTAGE: _____

APPROX. DATE WORK TO BEGIN: _____ PROJECT COMPLETION: _____

GENERAL CONTRACTOR: _____ ADDRESS: _____

YOU MUST PROVIDE: A SKETCH DRAWING TO SCALE SHOWING LOT DIMENSIONS, EXISTING
AND NEW FENCE DIMENSIONS, DISTANCE BETWEEN FENCE AND ALL LOT LINES AND ALL OTHER
BUILDINGS.

LOCATION: (1) FENCES, HEDGES, WALLS AND OTHER LANDSCAPING SHALL BE LOCATED ENTIRELY UPON THE PROPERTY WHICH THEY SERVE. FENCES, HEDGES, WALLS AND OTHER LANDSCAPING **SHALL NOT OBSTRUCT** A UTILITY OR DRAINAGE EASEMENT OR EXTEND BEYOND THE LEGAL PROPERTY BOUNDARY.

(2) BARBED WIRE OR ABOVE GROUND ELECTRIC FENCES SHALL NOT BE PERMITTED, USED OR CONSTRUCTED, EXCEPT IN INDUSTRIAL DISTRICTS OR WHERE LIVESTOCK ARE PERMITTED.

(3) ALL FENCES SHALL BE MAINTAINED AND KEPT SAFE AND IN A STATE OF GOOD REPAIR AND THE FINISHED SIDE OR DECORATIVE SIDE OF A FENCE SHALL FACE ADJOINING PROPERTY AND PROVIDE A CLEARANCE FOR MAINTENANCE WITHOUT ENTERING UPON THE NEIGHBORING PROPERTY.

(4) NO FENCE, WALL OR HEDGE SHALL EXCEED SIX FEET IN HEIGHT, AS MEASURED FROM THE FINISHED GRADE, UNLESS REQUIRED BY THE CITY FOR SCREENING, BUFFERING OR SAFETY.

(5) NO PORTION OF A FENCE, WALL OR HEDGE PROJECTING INTO THE FRONT YARD OF A PROPERTY SHALL EXCEED 36 INCHES IN HEIGHT UNLESS REQUIRED BY THE CITY FOR SCREENING, BUFFERING OR SAFETY.

(6) THE AREA BETWEEN A FENCE AND PROPERTY LINE SHALL BE MAINTAINED IN AN ATTRACTIVE CONDITION AT ALL TIMES.

FENCING SHALL NOT BE ERECTED WITHIN THE CITY OF KASSON ANY CLOSER THAN THREE (3) FEET FROM THE PROPERTY LINE. A VARIANCE SHALL BE REQUIRED FOR PLACEMENT OF SCREENING OR FENCING CLOSER TO THE PROPERTY LINE. WHERE THE PROPERTY LINE IS NOT CLEARLY DEFINED AND LOCATED, A CERTIFICATE OF SURVEY MAY BE REQUIRED BY THE ZONING ADMINISTRATOR OR CITY ADMINISTRATOR TO ESTABLISH THE PROPERTY BOUNDARY PRIOR TO ISSUANCE OF A BUILDING PERMIT.

I hereby declare that I am the owner, or authorized agent of the owner, of the above described property and agree to construct or replace the concrete herein described in accordance with the regulations and ordinances that govern said improvement within the City of Dodge Center and that the foregoing information contained on this permit is a true and correct statement of my intentions.

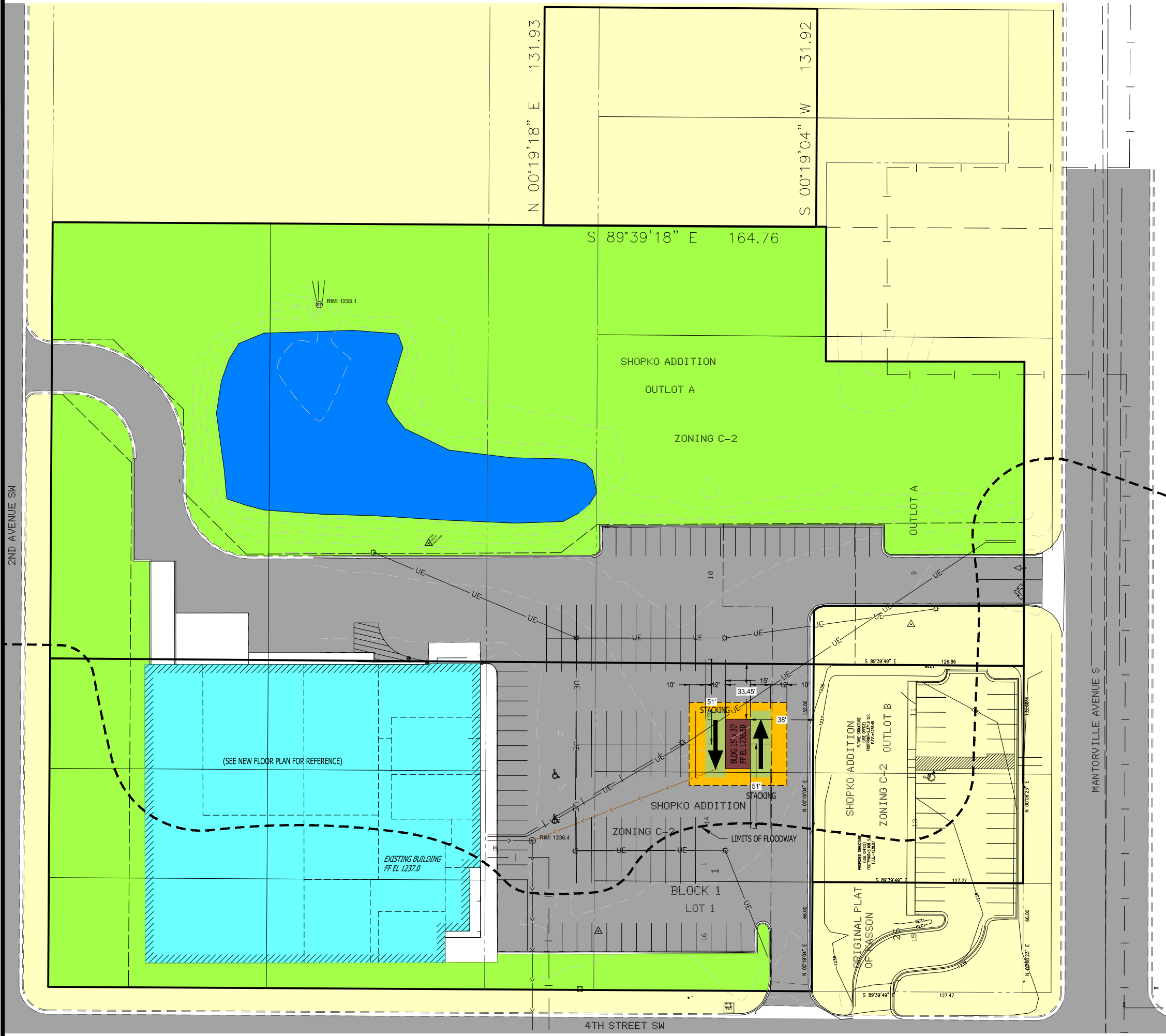
DATE: _____ SIGNATURE OF APPLICANT: _____

=====

(TO BE COMPLETED BY CITY)

PERMIT APPROVED BY: _____

ZONING APPROVED BY: _____ DATE: _____



STATEMENT OF INTENT

IT IS THE INTENT OF THE APPLICANT TO CONSTRUCT A PROPOSED STRUCTURE TO BE UTILIZED AS A COFFEE SHOP ON LOT 1, BLOCK 1 SHOPKO ADDITION. PROPOSED SITE IMPROVEMENTS WILL INCLUDE THE CONSTRUCTION OF THE STRUCTURE, OFF-STREET PARKING, STORMWATER CONVEYANCE FACILITIES, UTILITIES AND ASSOCIATED GRADING.

SITE DATA

PROPERTY ADDRESS: 301 MANTORVILLE AVE S
RECORD/OWNER: CITY OF KASSON
TAX MAP REFERENCE: 24.562.1001
AREA (DEED): 2.10 DEEDED ACRES
WATER: PUBLIC CITY OF KASSON
SANITARY SEWER: PUBLIC CITY OF KASSON

ZONING DISTRICT: C-2 GENERAL BUSINESS DISTRICT

MINIMUM LOT AREA:	REQUIRED 7,500 S.F.	PROPOSED 91,334 S.F. (NET)
MINIMUM LOT WIDTH:	50 FEET	198± FEET
FRONT YARD SETBACK:	10 FEET	>30 FEET
SIDE YARD SETBACK:	6.5 FEET	>20 FEET
REAR YARD SETBACK:	10 FEET	>40 FEET

MAXIMUM BUILDING HEIGHT:	PERMITTED 35 FEET	PROPOSED 15'-9"
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OWNER INFORMATION:

Owner: ACS of Kasson
Address: 6876 10th AVE SW, Suite D
Rochester, MN 55902

CONSULTANT INFORMATION:

Owner: WSE MASSEY ENGINEERING & SURVEYING
Address: 33 B VETERANS MEMORIAL HIGHWAY E,
PO BOX 100, KASSON, MN. 55944
Name: LES CONWAY
Phone: (507) 634-4505
email: les@wse.engineering

LEGEND

	EXISTING BITUMINOUS AREA
	PROPOSED GRAVEL AREA
	PROPOSED BITUMINOUS PAVING
	EXISTING BUILDING
	LANDSCAPE AREA
	ADJACENT PROPERTIES
	FLOODWAY AREAS IN AE

THE FLOODWAY IS THE CHANNEL OF A STREAM PLUS ANY ADJACENT FLOODPLAIN AREAS THAT MUST BE KEPT FREE OF ENCROACHMENT TO THAT THE 1% ANNUAL CHANCE FLOOD CAN BE CARRIED WITHOUT SUBSTANTIAL INCREASES IN FLOOD HEIGHTS.

REV.	DATE	DESCRIPTION

5197

A.C.S. OF KASSON LLC

6876 10TH AVE SW SUITE D
ROCHESTER, MN 55902

F & M COMMUNITY BANK, N.A.

PRESTON, MN
CHATFIELD, MN
75-319/912

7/1/2021

PAY TO THE
ORDER OF

City of Kasson

\$ **300.00

Three Hundred and 00/100*****

DOLLARS

City of Kasson
401 5th St SE
Kasson, MN 55944-2204



AUTHORIZED SIGNATURE

MEMO

Conditional Use Permit

⑈005197⑈ ⑆091203191⑆ 015755⑈

Security features. Details on back



A.C.S. OF KASSON LLC

City of Kasson

7/1/2021

5197

300.00



City of Kasson
401 Fifth Street S.E.
Kasson, MN 55944-2204
507.634.7071
(Fax) 507.634.4737
www.cityofkasson.com

Land Use Application – Cover Sheet

Application Type (Check All that Apply)

- | | |
|--|---|
| <input type="checkbox"/> Site Plan Review (§ 154.066) | <input type="checkbox"/> Minor Subdivision (§ 153.050-054) |
| <input checked="" type="checkbox"/> Conditional Use Permit (§ 154.067) | <input type="checkbox"/> Concept Plan (§ 153.065-067) |
| <input type="checkbox"/> Variance (§ 154.068) | <input type="checkbox"/> Preliminary Plat (§ 153.080-085) |
| <input type="checkbox"/> Zoning Amendment (§ 154.069) | <input type="checkbox"/> Final Plat (§ 153.095-098) |
| <input type="checkbox"/> Establishment of a Planned Unit Development (PUD) (§ 154.070) | <input type="checkbox"/> Subdivision Variance (§ 153.110-114) |

Application Information

Date Submitted		Planning Case Number (City will fill out)	
Property Address 301 MANTORVILLE AVE S		PID #	
Applicant	Phone # Email	Address	
Property Owner ACS of KASSON LLC	Phone # (507) 288-3235 Email	Address 6876 10th Ave S Suite D Rochester MN 55902	
Engineer/Architect Les Conway	Phone # (507) 273-8445 Email les@wse-engineering	Address P.O. Box 100 Kasson, MN 55944	
Use of Property Current: Proposed:	Land Use Designation Current: Proposed:	Zoning District Current: Proposed:	
Application must be signed by all owners of the subject property			
Signature of Property Owner(s) 		Date 7/1/21	
The undersigned applicant hereby represents upon all of the penalties of law that all statements herein are true and that all work herein mentioned will be done in accordance with the ordinances of the City of Kasson, the State of Minnesota, and any other applicable laws and regulations			
Signature of Applicant		Date	

FOR CITY OFFICE USE ONLY

City Zoning Office Tracking

Planning Case #: _____

<input type="checkbox"/>	Date Submitted	
<input type="checkbox"/>	Completeness Review Deadline (15 business days after submittal)	
<input type="checkbox"/>	60-Day Review Deadline	
<input type="checkbox"/>	60-Day Extension Notice – New Deadline	
<input type="checkbox"/>	120-Day Review Deadline (Preliminary Plat Only)	
<input type="checkbox"/>	Application Distributed for Technical Review	
<input type="checkbox"/>	Public Hearing notice published	
<input type="checkbox"/>	Public Hearing notice mailed	
<input type="checkbox"/>	Technical Review Complete	
<input type="checkbox"/>	Public Hearing Date	
<input type="checkbox"/>	Planning and Zoning Commission Meeting Date	
<input type="checkbox"/>	City Council Meeting Date	
<input type="checkbox"/>	Applicant notified of Decision (in writing)	
<input type="checkbox"/>	Decision recorded with County (Applicant responsible)	

Application was APPROVED / DENIED (circle one)

by ZONING ADMINISTRATOR / CITY COUNCIL (circle one) on _____ (Date)

Related Resolution: Res #

Related Ordinance: Ord #



City of Kasson
401 Fifth Street S.E.
Kasson, MN 55944-2204
507.634.7071
(Fax) 507.634.4737
www.cityofkasson.com

LAND USE APPLICATION

Applicants check all that apply:

- ☐ General Development Plan (\$300 + engineering)
- ☐ Preliminary Plat (\$300 + \$20 per lot + engineering)
- ☐ Final Plat (\$300 + \$20 per lot + engineering)
- ☐ Planned Unit Development – PUD (\$300 + \$20 per lot + engineering)
- ☐ Minor Subdivision (\$300)
- ☐ Rezone/Zoning Amendment (\$400)
- ☒ Conditional Use Permit (\$300)
- ☐ Variance (\$300)

\$2,000 for site plan review

Fee Paid \$ _____

Date Filed 7-6-21

1. _____
Legal Description of Property

2. 301 MANTORVILLE AVE S.
Street Address of Property

3. ACS of Kasson (507) 288-3235
Applicant/Owner's Name Telephone

4. Les Conway Po Box 100 Kasson MN, 55944 (507) 273-8445
Engineer/Architect Address Telephone

5. Les Conway
*Name of Contact Person Telephone

6. Description of Request CUP for Building Permit

7. Present Zoning Classification C-2

8. Reason for Request CUP required for flood prone area

9. Existing Use of Property Parking lot

*The contact person noted above will receive all review comments and requests for materials/revisions from the City. They are responsible to inform all parties involved on the project of pending public hearings and meetings, changes or updates that may occur throughout the process.

The undersigned applicant hereby represents upon all of the penalties of law that all statements herein are true and that all work herein mentioned will be done in accordance with the ordinances of the City of Kasson, the State of Minnesota and any other applicable laws and regulations.

Signature of Applicant [Signature] Date 7/6/21

APPLICATION NOT COMPLETE UNTIL ALL REQUIRED SUBMISSIONS RECEIVED

29-213572 CS01.dwg

7/6/2021 3:51:36 PM

STATEMENT OF INTENT

IT IS THE INTENT OF THE APPLICANT TO CONSTRUCT A PROPOSED STRUCTURE TO BE UTILIZED AS AN OFFICE/SHOP ON LOT 3, BLOCK 1 EAST CREEK COMMERCIAL ADDITION. PROPOSED SITE IMPROVEMENTS WILL INCLUDE THE CONSTRUCTION OF THE STRUCTURE, OFF-STREET PARKING, STORMWATER CONVEYANCE FACILITIES, UTILITIES AND ASSOCIATED GRADING.

SITE DATA

PROPERTY ADDRESS: 603 3RD STREET SE
RECORD/OWNER: CITY OF KASSON
TAX MAP REFERENCE: 24.203.0103
AREA (DEED): 2.61 ACRES (GROSS)
WATER: PUBLIC CITY OF KASSON
SANITARY SEWER: PUBLIC CITY OF KASSON

ZONING DISTRICT: I-1 BUSINESS / LIGHT INDUSTRIAL

MINIMUM LOT AREA: 7,500 S.F.
MINIMUM LOT WIDTH: 75 FEET
FRONT YARD SETBACK: 30 FEET
SIDE YARD SETBACK: 20 FEET
REAR YARD SETBACK: 40 FEET

REQUIRED 104,742.7 S.F. (NET)
269± FEET
>30 FEET
>20 FEET
>40 FEET

PERMITTED 45 FEET
PROPOSED 15'-9"

IMPERMEABLE COVER AND PROJECT AREA TABULATION

PROJECT AREA
2.40 ACRES TOTAL PROJECT AREA (LESS THE 33' WIDE D.E. & U.E. ALONG THE SOUTH SIDE, NET LOT AREA)

EXISTING IMPERVIOUS
0.00 ACRES TOTAL EXISTING IMPERVIOUS

PROPOSED NEW IMPERVIOUS
0.33 ACRES PROPOSED IMPERVIOUS (PROPOSED STRUCTURE AND PAVING)

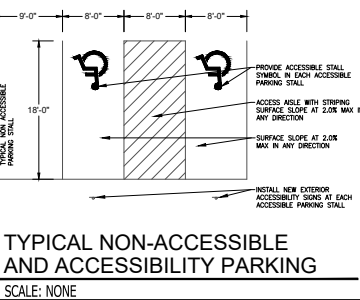
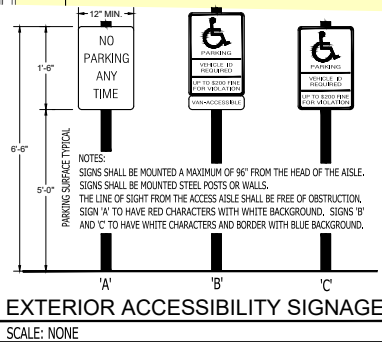
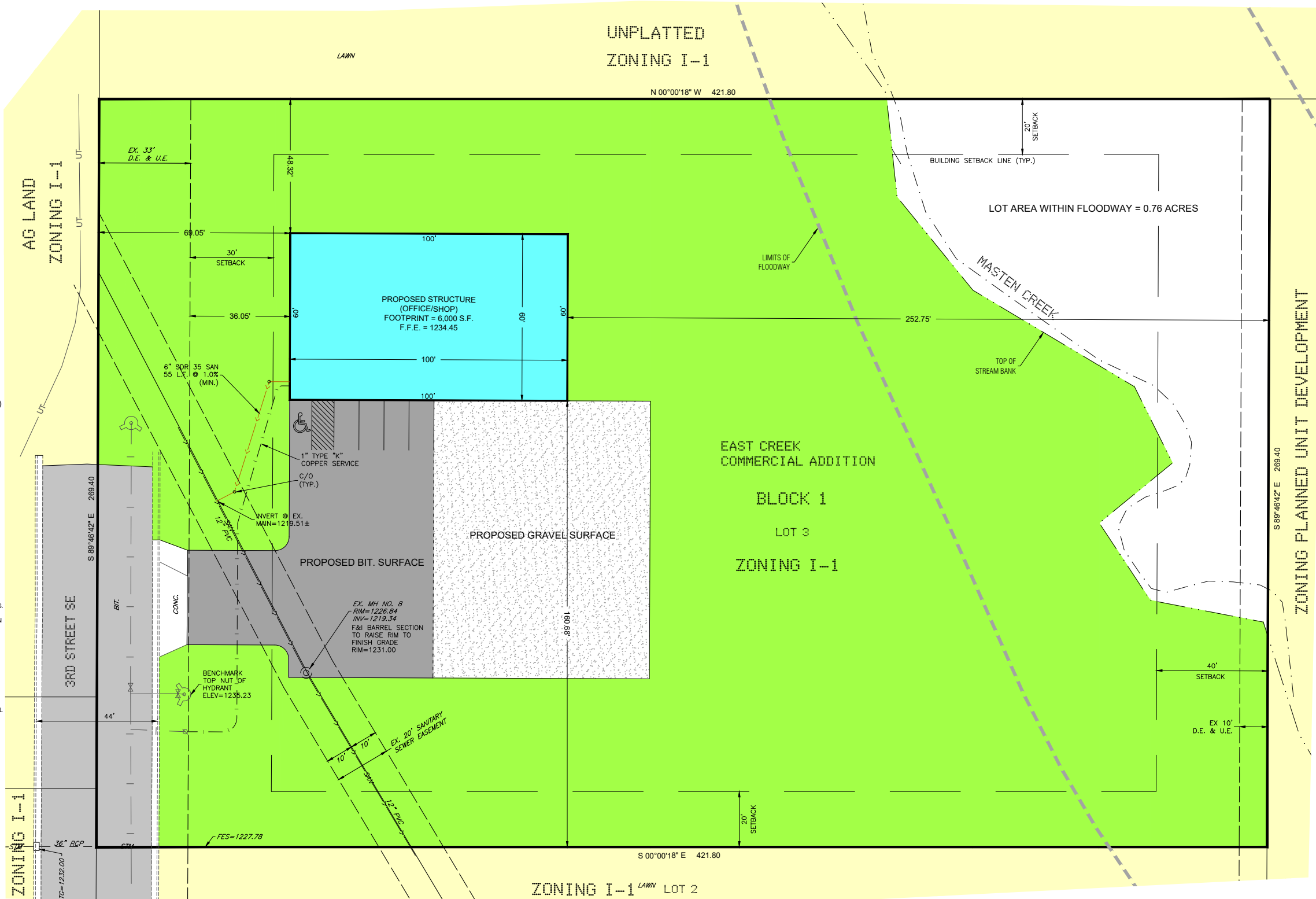
PROPOSED TOTAL IMPERVIOUS
0.33 ACRES EXISTING IMPERVIOUS MINUS PROPOSED NEW IMPERVIOUS

GENERAL NOTES

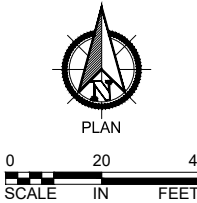
- ALL WORK SHALL CONFORM TO AND BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE CODES AND ORDINANCES.
- THE CONTRACTOR SHALL NOTIFY ALL APPROPRIATE ENGINEERING DEPARTMENTS AND UTILITY COMPANIES 72 HOURS PRIOR TO CONSTRUCTION. ALL NECESSARY PRECAUTIONS SHALL BE TAKEN TO AVOID DAMAGE TO ANY EXISTING UTILITY.
- THE LOCATION OF EXISTING UNDERGROUND UTILITIES AND ROCK ELEVATIONS ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES AND ROCK ELEVATIONS BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES AND ROCK ELEVATIONS.
- THE CONTRACTOR SHALL VISIT THE SITE AND INSPECT THE PROJECT AREA AND THOROUGHLY FAMILIARIZE HIMSELF WITH THE ACTUAL JOB CONDITIONS PRIOR TO BIDDING AND THE START OF ANY WORK. FAILURE TO VISIT THE SITE SHALL NOT RELIEVE THE CONTRACTOR FROM PERFORMING THE WORK IN ACCORDANCE WITH THESE DRAWINGS.
- THE CONTRACTOR SHALL VERIFY AT THE SITE ALL DIMENSIONS AND CONDITIONS SHOWN ON THE DRAWINGS, AND SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES, OMISSIONS, AND/OR CONFLICTS PRIOR TO PROCEEDING WITH THE WORK.
- THE CONTRACTOR SHALL NOT SCALE DRAWINGS. DIMENSIONS SHALL GOVERN. LARGE SCALE DRAWINGS SHALL GOVERN OVER SMALL SCALE DRAWINGS. NOTES AND DETAILS ON THE DRAWINGS SHALL APPLY TO ALL SIMILAR CONDITIONS WHETHER THEY ARE REPEATED OR NOT.
- ALL SITE UTILITY RELATED CONTRACTORS TO PROVIDE A LIST OF ANY PERMIT FEES NOT INCLUDED IN THE BASE BID. THIS LIST SHALL ACCOMPANY THE BID.
- BUILDING SHALL BE WATERPROOFED ACCORDING TO APPLICABLE CODES. IN NO CASE SHALL UNTREATED WOOD BE ALLOWED WITHIN 6 INCHES OF FINISHED GRADING.
- AN MPCA CONSTRUCTION SITE STORM WATER POLLUTION PREVENTION PERMIT IS NOT REQUIRED FOR THE PROJECT SINCE THE LIMITS OF DISTURBANCE ARE LESS THAN 1 ACRE.
- WITHIN 7 DAYS OF FINAL GRADING THE ENTIRE DISTURBED AREA OF THE SITE NOT COVERED WITH STRUCTURE OR SURFACING SHALL BE COVERED WITH 6" OF TOP SOIL AND SEEDED.
- THE SLOPES OF THE ADA PARKING SPACE AND STALL SHALL NOT EXCEED 2% IN EITHER DIRECTION AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN.
- INCIDENTAL DISTURBED AREAS SHALL BE REPAIRED TO THEIR ORIGINAL CONDITION OR BETTER.
- IT IS THE CONTRACTORS RESPONSIBILITY TO DOCUMENT THE EXISTING CONDITIONS OF THE SITE PRIOR TO THE START OF CONSTRUCTION.
- THE ELEVATION OF THE 100 YEAR BASE FLOOD ELEVATION OF 1229.9 (NGVD 29) WAS TABULATED BASED ON THE JULY 6, 1981 FLOOD INSURANCE STUDY FOR THE CITY OF KASSON.
- THE CONVERSION FACTOR FROM NGVD 29 TO NAVD 88 IS +0.04 FEET.
- THE FLOODWAY IS DEPICTED BASED ON THE FEMA FLOOD BOUNDARY AND FLOODWAY MAP, CITY OF KASSON, EFFECTIVE DATE 1/6/82 AND COMMUNITY PANEL # 270581 0001.
- THE PROJECT SITE IS LOCATED WITHIN THE 100 YEAR FLOOD FRINGE. THE REGULATORY 100 YEAR FLOOD ELEVATION IS 1229.0 (NGVD 29). THE 100 YEAR FLOOD ELEVATION WITH FLOODWAY IS 1230.3 (NGVD 29) AND THE FLOOD PROTECTION ELEVATION IS 1231.3 (NGVD 29).
- THE STRUCTURE SHALL BE CONSTRUCTED ON FILL SO THAT THE F.F.E. IS AT OR ABOVE THE FLOOD PROTECTION ELEVATION. THE FINISHED FILL ELEVATION SHALL BE NO LOWER THAN 1 FOOT BELOW THE FLOOD PROTECTION ELEVATION AND SHALL EXTEND AT LEAST 15 FEET BEYOND THE LIMITS OF THE STRUCTURE.
- NORTH AMERICAN GREEN S75BN TEMPORARY MATTING SHALL BE PLACED ON ALL PROPOSED SLOPES 3:1 OR GREATER.
- DUMPSTER PAD SHALL BE SCREENED.

OFF-STREET PARKING TABULATION

USAGE	SIZE	REQ. PARKING	REQUIRED	PROVIDED
OFFICE/SHOP	6,000 SF	1 SPACE PER EMPLOYEE	4 SPACES	5 SPACES



LEGEND	
[Pattern]	EXISTING BITUMINOUS AREA
[Pattern]	PROPOSED GRAVEL AREA
[Pattern]	PROPOSED BITUMINOUS PAVING
[Pattern]	PROPOSED BUILDING
[Pattern]	LANDSCAPE AREA
[Pattern]	ADJACENT PROPERTIES
[Pattern]	FLOODWAY AREAS IN AE



OWNER INFORMATION:
Owner: MIKE MARTI
Address: 63793 250th AVE, KASSON, MN 55944
Phone: (507) 634-2000
email: martieletric@kmtel.com

CONSULTANT INFORMATION:
Owner: WSE MASSEY ENGINEERING & SURVEYING
Address: 33 B VETERANS MEMORIAL HIGHWAY E,
PO BOX 100, KASSON, MN. 55944
Name: LES CONWAY
Phone: (507) 634-4505
email: les@wse.engineering

PH. NO. 507-634-4505
PLANS@WSE.ENGINEERING
www.wse.engineering

KASSON OFFICE
P.O. BOX 100
33 B E. VETERANS
MEMORIAL HIGHWAY
KASSON, MN 55944

PLAINVIEW OFFICE
320 WEST BROADWAY
SUITE 3
PLAINVIEW, MN 55964

ROCHESTER OFFICE
1712 RESTORATION
DRIVE SW
ROCHESTER, MN 55902

REV.	DATE	DESCRIPTION

LOT 3, BLOCK 1
EAST CREEK COMMERCIAL ADDITION
KASSON, MINNESOTA
CONDITIONAL USE PERMIT / SITE PLAN

SCALE: AS SHOWN
DATE: 06/30/2021
DRAWN BY: CJK
JOB NUMBER: 029-213572
DWG. FILE: 029-213572 CS01

Sheet 1 of 1

Michael & Nicole Martl
63793 250th Ave
Kasson, MN 55944
507-634-7492

Eastwood Bank
109 S. Mantorville Ave
Kasson, MN

1655
75-723/919

PAY TO
THE ORDER
OF

City of Kasson
Three Hundred and 00/100

Date 7-1-21
\$ 300.00

DOLLARS



Memo CUP Application

Michael Martl
AUTHORIZED SIGNATURE

MP

⑈091907235⑈41026 127⑈ 01655



City of Kasson
401 Fifth Street S.E.
Kasson, MN 55944-2204
507.634.7071
(Fax) 507.634.4737
www.cityofkasson.com

Land Use Application – Cover Sheet

Application Type (Check All that Apply)

- | | |
|--|---|
| <input type="checkbox"/> Site Plan Review (§ 154.066) | <input type="checkbox"/> Minor Subdivision (§ 153.050-054) |
| <input checked="" type="checkbox"/> Conditional Use Permit (§ 154.067) | <input type="checkbox"/> Concept Plan (§ 153.065-067) |
| <input type="checkbox"/> Variance (§ 154.068) | <input type="checkbox"/> Preliminary Plat (§ 153.080-085) |
| <input type="checkbox"/> Zoning Amendment (§ 154.069) | <input type="checkbox"/> Final Plat (§ 153.095-098) |
| <input type="checkbox"/> Establishment of a Planned Unit Development (PUD) (§ 154.070) | <input type="checkbox"/> Subdivision Variance (§ 153.110-114) |

Application Information

Date Submitted 7/06/21		Planning Case Number (City will fill out)
Property Address 603 3rd St SE		PID #
Applicant	Phone # Email	Address
Property Owner Mike Marti	Phone # (507) 208-0238 Email	Address 701 3rd St SE KASSON MN 55944
Engineer/Architect Les Conway	Phone # (507) 273-8445 Email les@wse.engineering	Address PO Box 100 KASSON MN 55944
Use of Property Current: Proposed:	Land Use Designation Current: Proposed:	Zoning District Current: Proposed:
Application must be signed by all owners of the subject property		
Signature of Property Owner(s) Michael Marti		Date 7-1-21
The undersigned applicant hereby represents upon all of the penalties of law that all statements herein are true and that all work herein mentioned will be done in accordance with the ordinances of the City of Kasson, the State of Minnesota, and any other applicable laws and regulations		
Signature of Applicant		Date

FOR CITY OFFICE USE ONLY

City Zoning Office Tracking

Planning Case #: _____

<input type="checkbox"/>	Date Submitted	
<input type="checkbox"/>	Completeness Review Deadline (15 business days after submittal)	
<input type="checkbox"/>	60-Day Review Deadline	
<input type="checkbox"/>	60-Day Extension Notice – New Deadline	
<input type="checkbox"/>	120-Day Review Deadline (Preliminary Plat Only)	
<input type="checkbox"/>	Application Distributed for Technical Review	
<input type="checkbox"/>	Public Hearing notice published	
<input type="checkbox"/>	Public Hearing notice mailed	
<input type="checkbox"/>	Technical Review Complete	
<input type="checkbox"/>	Public Hearing Date	
<input type="checkbox"/>	Planning and Zoning Commission Meeting Date	
<input type="checkbox"/>	City Council Meeting Date	
<input type="checkbox"/>	Applicant notified of Decision (in writing)	
<input type="checkbox"/>	Decision recorded with County (Applicant responsible)	

Application was APPROVED / DENIED (circle one)

by ZONING ADMINISTRATOR / CITY COUNCIL (circle one) on _____ (Date)

Related Resolution: Res #

Related Ordinance: Ord #



City of Kasson
401 Fifth Street S.E.
Kasson, MN 55944-2204
507.634.7071
(Fax) 507.634.4737
www.cityofkasson.com

LAND USE APPLICATION

Applicants check all that apply:

- ☐ General Development Plan (\$300 + engineering)
- ☐ Preliminary Plat (\$300 + \$20 per lot + engineering)
- ☐ Final Plat (\$300 + \$20 per lot + engineering)
- ☐ Planned Unit Development – PUD (\$300 + \$20 per lot + engineering)
- ☐ Minor Subdivision (\$300)
- ☐ Rezone/Zoning Amendment (\$400)
- ☒ Conditional Use Permit (\$300)
- ☐ Variance (\$300)

\$2,000 for site plan review

Fee Paid \$ _____

Date Filed 7-06-21

1. Block 1 Lot 2 East Creek Commercial Addition
Legal Description of Property

2. 603 3rd St SE
Street Address of Property

3. Mike Marti (507)208-0238
Applicant/Owner's Name Telephone

4. Les Conway PO Box 100 Kasson MN 55944 (507)273-8445
Engineer/Architect Address Telephone

5. Les Conway
*Name of Contact Person Telephone

6. Description of Request WP for building permit

7. Present Zoning Classification I-2

8. Reason for Request WP required for flood prone area

9. Existing Use of Property NONE

*The contact person noted above will receive all review comments and requests for materials/revisions from the City. They are responsible to inform all parties involved on the project of pending public hearings and meetings, changes or updates that may occur throughout the process.

The undersigned applicant hereby represents upon all of the penalties of law that all statements herein are true and that all work herein mentioned will be done in accordance with the ordinances of the City of Kasson, the State of Minnesota and any other applicable laws and regulations.

Signature of Applicant [Signature]

Date 7-1-21

APPLICATION NOT COMPLETE UNTIL ALL REQUIRED SUBMISSIONS RECEIVED