

TO: Planning Commission Members
Honorable Mayor and City Council members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: January 5th, 2022
RE: Meeting Minutes from January 4th, 2022

The Planning Commission met at 5:30 p.m., on Tuesday, January 4th 2022 in the City Council Chambers at City Hall. The following members were present: Ryan Stotts, Annie Stoecklein, Dave Coleman, and Jerry Steffes. City Sustainability Coordinator, Jason Ludwigson, Building/Zoning Official Shawn Wetterlin, were also in attendance. Mike Welch, Greg Husmann, and Dave Hanifl were absent.

Vice Chair Annie Stoecklein served as chairperson for the meeting in Chair Hanifl's absence.

1. The meeting was called to order by Chair Stoecklein who asked for a motion to approve the December 7th, 2021 minutes.

Following discussion Member Stotts made a motion, seconded by Steffes to approve the minutes.

Upon a roll call vote, taken and tallied by the Sustainability Coordinator, all members present voted in favor.

Stoecklein – Yes

Stotts – Yes

Steffes – Yes

Coleman – Yes

2. At 5:35 the Planning Commission held a Public Hearing to approve the Variance Application to install architectural metal siding as a primary building material at 215 South Chestnut Street.

Chair Stoecklein opened the meeting.

Jason Rouleau, representing City Door spoke in regards to the variance application.

Chair Stoecklein closed the public meeting.

Members discussed the variance application. Possible findings were presented. Member Stotts made a motion to approve the variance with the following findings. Member Coleman seconded the motion.

CRITERIA FOR GRANTING VARIANCE

Zoning Ordinance states the following:

A variance is a modification or variation of the provision of this zoning code as applied to a specific piece of property.

Subd. 2.

A. Variances shall only be permitted

1. when they are in harmony with the general purposes and intent of the ordinance, and
2. when the variances are consistent with the comprehensive plan.

B. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance.

Subd. 3. "Practical difficulties," as used in connection with the granting of a variance, means that

1. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
2. The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
3. The variance, if granted, will not alter the essential character of the locality.

1. Is the request in harmony with the general purposes and intent of the ordinance?

The variance is in harmony with the purpose and intent of the zoning ordinance based on the following findings of the Planning Commission because: a building along the State and Federal highway corridors will be improved with higher quality materials and design.

2. Would granting the variance be consistent with the Comprehensive Plan?

Granting the variance is consistent with the Comprehensive Plan because: the variance allows for the use of sustainable building materials. The variance encourages infill development within the City.

Practical Difficulties Analysis

3. Does the property owner propose to use the property in a reasonable manner not permitted by the ordinance?

The property owner does propose to use the property in a reasonable manner not permitted by the ordinance, given the purpose of the protections because: the property owner does purpose to use the property in a reasonable manner. The property owner is advancing plans to improve the exterior of the building. The exterior building materials used will enhance the appearance of the building will improve the area in general.

4. Is the plight of the landowner due to circumstances unique to the property owner not created by the landowner?

There are circumstances unique to the property that would prevent compliance with the ordinance because: current ordinance does not permit primary materials to include corrugated metal siding. In recent history the Board of

Adjustment has granted similar variances. The use of metal accent materials has become more common in recent history.

5. Would granting the variance allow the essential character of the locality to stay the same?

Granting the variance will not alter the essential character of the locality because: the use of the property will stay the same. The underlying use of the property will remain unchanged. Granting the variance will improve the character of the locality and will compliment other commercial buildings in the area.

1. The Applicant will abide by all representations made by the Applicant or their agents made during the permitting process, to the extent those representations were not negated by the Board of Adjustment to the extent they are not inconsistent with the spirit of letter explicit conditions of the variance.
2. The Applicant complies with all applicable federal, state, and local regulations.

Upon a roll call vote, taken and tallied by the Sustainability Coordinator, all members present voted in

favor of granting the variance for 215 South Chestnut street.

Stoecklein – Yes

Stotts – Yes

Steffes – Yes

Coleman – Yes

3. The planning commission discussed text amendment changes for the commercial (CD-1) zoning district to allow architectural sheet metal as a primary building material. The commission asked staff to draft possible text amendments for presentation to the planning commission at a future meeting.

4. Member Steffes discussed grading issues he has observed with the ISD 300 Elementary school building construction. Member Steffes was advised to ask the building architect and school board about these issues. City engineer Tim Hruska will also review the grading plan and sidewalks for ADA compliance.

5. Meeting adjourned at 6:15 p.m.