

TO: Planning Commission Members
Honorable Mayor and City Council members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: May 5th 2022
RE: Meeting Minutes from May 3rd 2022

The Planning Commission met at 5:30 p.m., on Tuesday, May 3rd 2022 in the City Council Chambers at City Hall. The Chair asked that the roll be called. The following members were present: Ryan Stotts, Mike Welch, Annie Stoecklein, Dave Hanifl, Dave Coleman, and Jerry Steffes. Also in attendance were Sustainability Coordinator, Jason Ludwigson, Economic Development Coordinator, Larry Kirch and Council member Cherryl Jostad. Greg Husmann called in to excuse his absence.

1.The meeting was called to order by Chair Stoecklein. Members recited the Pledge of Allegiance.

2. Mike Welch made a motion to accept the minutes from the March 1st, 2022 meeting. Motion was seconded by Ryan Stotts.

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

Stoecklein – Yes

Stotts – Yes

Steffes – Yes

Coleman – Yes

Hanifl – Yes

Welch – Yes

3. At 5:33 a public meeting was held for the variance application at 190 Main Street. Larry Kirch reviewed the staff report for the variance in the application at 190 Main Street. The subject property is a portion of Lots 11 and 12 of the Manton Subdivision and is subject to a Public Street Right-of-Way

Easement to the City. The property is located at the northwest intersection of Main Street and Sycamore Street. The zoning code specifies that fences in the city cannot exceed 6' in height and the applicant is seeking a two-foot height variance to allow an eight-foot-tall fence. All zoning districts in the city allow fences not exceeding 6; in height. The Army Corps had requested the fence include razor wire. After speaking with the building official, the request for the razor wire was dropped. Discussion included the location of the current city easement for roadway and where the fence could be located in the easement. Applicant Allan McCormick spoke in favor of the city granting the variance. He noted that the Army Corps is currently storing boats at the lock and dam. The property at 190 Main Street would allow the Army Corps to drive these boats in and out of the space rather than having to back them out. Mr. McCormick noted that the 8' fence is a federal standard. Members asked the applicant about security of the fence being scaled, lighting, and security camera. The applicant noted that he has plans to install a security camera and lighting at the site. Possible conditions and findings in the staff report were reviewed by members of the planning commission. Discussion of the condition for shade trees as screening took place. Members expressed concern that the trucks using the Truss Company property would swing wide and hit the trees planted in the easement. Staff noted that the city is a Tree City USA city, a Minnesota GreenSteps city, and screening is recommended in the comprehensive plan. Members noted that the city should plant trees in the boulevard. Members asked the applicant about the duration of the lease on the property. The applicant noted it is a 5-year lease. Commissioner Hanifl made a motion with the conditions and findings below. Commissioner Steffes seconded the motion.

Conditions for approval:

- 1) Prior to fence installation, the city Engineer will verify the easement location and confirm whether the city's plan for the Wagon Wheel Trail corridor includes a possible 10' sidewalk within the easement or stormwater bioswale. The applicant can put the fence in the easement. If the fence needs to be moved in the future it shall be done at the owner's expense.
- 2) The proposed fence may be installed within the City's perpetual roadway right-of-way easement. If it ever needs to be relocated, it will be done at the owner's expense.
- 3) The proposed fence shall be a traditional galvanized fence.

Findings in the motion included:

- The property is in an industrial area where other chain link fences have been installed
- The variance is consistent with the intent of the comprehensive plan which does not provide specific guidance on fencing
- Property owner does not propose to use the property in an unreasonable manner not permitted by the ordinance
- Granting the variance would not alter the essential character of the locality as it would continue as an industrial use

4. The planning commission reviewed zoning text amendment to modify commercial design standards regarding allowed percent architectural metal as a primary exterior building material. Economic development director Larry Kirch reviewed example language from other peer cities. The committee discussed including definitions for what constitutes architectural metal and in what zoning districts the changes should apply. Economic development director Larry Kirch will bring recommendations forward for changes to be made to the zoning code at a future public hearing.

5. The planning commission reviewed zoning text amendments regarding minimum electric vehicle charging standards for new construction. Sustainability coordinator Jason Ludwigson presented a staff memo and reviewed example language from other peer cities. The committee asked for clarification on the proposed requirements for enclosed parking spaces. Sustainability coordinator Jason Ludwigson will bring recommendations forward for changes to be made to the zoning code at a future public hearing.

6. Members discussed the role of the planning commission as outlined in the comprehensive plan. Items for future meeting agendas should be shared with Chair Stoecklein.

7. Meeting was adjourned by consensus at 7:01 p.m.