

TO: Planning Commission Members,
Honorable Mayor and City Council Members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: May 5th, 2021
RE: Planning Commission Meeting Minutes
From May 4th, 2021

The Planning Commission met at 5:30 p.m., on Tuesday, May 4th, 2021 in the City Council Chambers at City Hall. The meeting was called to order by Chair Hanifl.

Pursuant to Minn. Stat. § 13D.021 and due to the COVID-19 pandemic, members of the Planning Commission and City Staff were given the option to attend the meeting by telephone or Zoom. The following members were present: Gregory Husmann, Dave Hanifl, Jerry Steffes, Anna Stoecklein, Mike Welch, Dave Coleman, and Linda Larson. City Attorney Skip Wieser, Sustainability Coordinator Jason Ludwigson, and Building/Zoning Official Shawn Wetterlin were also in attendance.

1. Chair Hanifl asked for a motion to approve the minutes from the March 2nd, 2021 meeting.

Following discussion Member Welch made a motion, seconded by Stoecklein to approve the minutes.

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

Steffes – Yes

Stoecklein – Yes

Coleman - Yes

Welch – Yes

Larson – Yes

Hanifl – Yes

Husmann – Yes

2. At 5:35 the Planning Commission held a Public Hearing to consider the La Crescent Elementary School Administrative Subdivision Application.

Chair Hanifl opened the meeting. Kevin Cardille (ISD 300 Superintendent) and Tim Rupert (HSR) presented information about the administrative subdivision application. Kevin and Tim

explained plans for the school garage including storage of equipment. The school district plans to have heating and water as a part of the school garage.

The public hearing closed.

Following discussion by the planning commission Member Steffes made a motion seconded Welch to recommend approval of the administrative subdivision application.

The motion included the following findings in Support of Approval of Lot Adjustment:

1. Request will not alter the essential character of the locality. The property owner proposed to use the property in a manner that is reasonable.
2. Request is in harmony with the general purpose and intent of the Zoning and Subdivision Ordinance and is consistent with the spirit of the Comprehensive Plan.

Zoning Official Wetterlin read the notice of appeal:

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

Steffes – Yes

Stoecklein – Yes

Coleman - Yes

Welch – Yes

Larson – Yes

Hanifl – Yes

Husmann – Yes

3. At 5:35 the Planning Commission held a Public meeting to consider the La Crescent Elementary School detached garage variance request.

Staff reviewed the proposed findings in support of the boundary line adjustment. Staff did not have an opportunity to review possible findings regarding the variance application. The findings for the boundary adjustment were incorporated by reference to support the variance decision.

Following discussion by the planning commission Member Steffes made a motion seconded Welch to recommend approval of the administrative subdivision application.

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

Steffes – Yes

Stoecklein – Yes

Coleman - Yes

Welch – Yes

Larson – Yes

Hanifl – Yes

Husmann – Yes

Upon approval or denial of a variance request by the Board of Adjustment, an applicant or other aggrieved party may file an appeal in writing to the City Council within (10) days of the decision, otherwise the decision by the Board of Adjustment becomes final.

4. Mike Sexauer presented a preliminary sketch for Horse Track Meadows West. The lot #54 sketch review was an information only item. The preliminary sketch calls for seven additional single family lots. Planning commission members asked questions related to the current zoning for the area presented as Horse Track Meadows West. Additional questions around the proposed easement for the hiking trail access to the north side of the property and the size of a multi-family building that would be allowed under the current zoning for Horse Track Meadows west. The developer proposed reducing the current easement from 20' to 10'.

5. The planning commission discussed digital methods of communication for public meetings held by the City of La Crescent. Discussion only, no action required.

6. The planning commission, by consensus, set the date of the next meeting for June 8th at 5:30 p.m.

7. Consensus to adjourn at 6:20 p.m.