

TO: Planning Commission Members
Honorable Mayor and City Council members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: July 6th 2022
RE: Meeting Minutes from July 5th 2022

The Planning Commission met at 5:30 p.m., on Tuesday, July 5th 2022 in the City Council Chambers at City Hall. The Chair asked that the roll be called. The following members were present: Ryan Stotts, Annie Stoecklein, Dave Hanifl, Greg Husmann, Michael Welch, and Jerry Steffes. City Sustainability Coordinator, Jason Ludwigson, Economic Development Coordinator, Larry Kirch. Cheryl Jostad called in to excuse her absence. Dave Coleman did not call in to excuse his absence.

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

2. Greg Husmann 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

Hanifl – Yes

Husmann – Yes

Welch - Yes

3. At 5:33 a public hearing was held for consideration of a proposed text amendment allowing 3/12 standing seam metal roof panels. Larry Kirch reviewed the staff report for the proposed text amendment. It was noted that the proposed variance was consistent comprehensive plan as the comprehensive plan does not specify information about roofing. Mike Sexauer addressed the planning commission with his reasons for asking for the text amendment. Mike noted that this text amendment

would only apply to standing seam metal roofing. Discussion of Jerry Steffes raised a concern about roof systems and waterproofing under a standing seam roof. The planning commission members discussed the state building code for roofing.

Dave Hanifil made a motion to approve the text amendment to allow for 3/12 roof pitch for metal standing seam roof panels with high temperature ice and water underlayment. Motion was seconded by Greg Husmann.

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

Stoecklein – Yes

Stotts – Yes

Steffes – Yes

Hanifl – Yes

Husmann – Yes

Welch - Yes

4. The planning commission discussed the following items; an annual workplan for the planning commission and council updates from planning commission appointed city council member. Members asked that staff bring back a list of items from the comprehensive plan's action plan section for the planning commission to review. The members also asked that a review of the downtown plan be added to the next meeting agenda. Lastly members reviewed the purpose and scope of the council updates from planning commission appointed city council member. Members agreed by consensus to narrow the scope of the council updates to items that directly relate to the planning commission.

6. The meeting was adjourned at 6:26 p.m.