

CITY OF EAGLE LAKE
October 17, 2022
PLANNING COMMISSION MEETING

Call to Order

- Meeting was called to order at 6:00 p.m. by Commissioner Beckel.
Present: Commissioners McCarty, Hughes, Norton, Miller, and Beckel.
Absent: Chairman Talle
Staff Present: City Administrator Bromeland and Administrative Clerk Mandy Auringer.
Others Present:

Approval of Agenda

- Commissioner McCarty moved, seconded by Commissioner Hughes to approve the agenda. A roll call was taken with all in favor. Motion carried.

Approval of Minutes

- Commissioner McCarty moved, seconded by Commissioner Norton to approve the Planning Commission meeting minutes from September 19, 2022. A roll call vote was taken with all in favor. Motion carried.

New Business

1. Ron Rose Resignation.
 - Long-time Planning Commission member Ron Rose stopped by City Hall and verbally gave his resignation from the Planning Commission. Mr. Rose has served on the Planning Commission since May 2005. A letter of thanks will be sent to Mr. Rose for his many years of service.
 - Commissioner McCarty, moved, seconded by Commissioner Norton to accept Ron Rose's resignation. A roll call was taken with all in favor. Motion carried.
2. Process to Advertise and Fill Planning Commission Vacancy.
 - Administrator Bromeland gave an overview of City code for advertising for the Planning Commission vacancy. Per City code, the Planning Commission shall consist of 7 members. With Ron Rose's resignation, the Planning Commission consists of 6 members. Following acceptance of the resignation by the City Council, an advertisement to fill the vacancy will be posted on the City's website and Facebook page. Interested candidates will be required to fill out an application form and then be invited for an interview or opportunity to meet with the Planning Commission to talk about their interest in serving on the commission and background.

3. Planning Commission Schedule.

- Administrator Bromeland explained that city staff has created a schedule of upcoming submittal deadlines and regular scheduled Planning Commission and City Council meetings. The schedule was put together for applicants to use as a guide when submitting applications for things such as variances, conditional use permits, plat, etc. This will be posted on the City's website and available at City Hall.

4. South Central Service Cooperative (SCSC) Intern Program

- Administrator Bromeland stated that city staff recently reached out to SCSC about the possibility of utilizing an intern to assist with a zoning code review and update. She stated she has a phone interview with a first-year graduate student with the Urban and Regional Studies Institute at Minnesota State University, Mankato. There will be no cost to the City of Eagle Lake to participate in the SCSC program. SCSC will cover up to 400 hours at \$12 per hour for the intern. If this candidate appears to be a good fit, a recommendation to the City Council will be made at the November 7th meeting to authorize utilizing an intern for this purpose. City staff will provide the intern with a marked-up version of the zoning code and suggested changes and provide ongoing assistance as it relates to the entire process. The intern would be asked to attend an upcoming Planning Commission meeting to review the process and discuss areas that the Planning Commission might like to change such as allowable building materials in certain districts, setbacks, etc. City staff has currently been reviewing chapter 6 for any discrepancies or changes that have been discussed at prior Planning Commission meetings or have come up with prior permits pulled.

Other

1. Building and Zoning Permit Activity. Permit activity was presented for the months of September and October. Administrator Bromeland stated that Regency will be removing unlivable mobile homes. Currently there have been 2 permits submitted to bring in new mobile homes.
2. Mankato Motorsports Park Project. Administrator Bromeland gave an update on the Motorsports Park project. A supplemental EAW was presented to the City Council at their Special Council Meeting on Monday, September 12th. The City Council deemed the supplemental EAW complete. It has been sent to the EQB, with public comment period beginning September 20th and ending October 20th. A copy of the EAW is available for public viewing on the City's website at eaglelakemn.com.
3. Connectivity Study.
 - Administrator Bromeland stated that the City has been working with MAPO on a connectivity study and will be making a recommendation for a path/sidewalk from 211th Steet to Thomas Drive.

- The next regular scheduled Planning Commission meeting is November 21, 2022, at 6:00 p.m. in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Norton moved, seconded by Commissioner Miller to adjourn. A roll call vote was taken with all voting in favor. Meeting adjourned at 6:29 p.m.

Ray Beckel, Commissioner

Mandy Auringer, Administrative Clerk