

CITY OF EAGLE LAKE
January 30, 2023
PLANNING COMMISSION MEETING

Call to Order

- Meeting was called to order at 6:01 p.m. by Chairman Talle.
Present: Commissioners Hughes, Beckel, Paulson, and Miller.
Absent: Commissioner McCarty
Staff Present: City Administrator Bromeland and Administrative Clerk Mandy Auringer.
Others Present:

Approval of Agenda

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

Approval of Minutes

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

New Business

1. Welcome Newly Appointed Planning Commission Member Tom Paulson
2. Review a Planned Unit Development (PUD) Application for Fox Meadows Housing
 - Administrator Bromeland gave an overview of the PUD application received from Troy Schrom for Fox Meadows Housing Development. The developer is currently going through the Common Interest Community (CIC) process and will be submitted with the PUD application. The CIC is governed by MN Chapter 515B. In the PUD, Mr. Schrom will have two types of dwellings, twin homes and slab on grade single-family homes. Once a completed application is submitted the Planning Commission will review it and make a recommendation to the City Council. The Planning Commission will not need to schedule a Public Hearing. Once the recommendation is sent to the City Council, they will set a Public Hearing.
 - Commissioner Beckel asked if CIC translates into Homeowners Association. Administrator Bromeland stated that it will be a Homeowners Association and the City will not be responsible for enforcing covenants. Commissioner Beckel has concerns that the property owners will be bogged down with rules and regulations.

- Chairman Talle asked if the City has any say in the addressing of the properties and the street names. Administrator Bromeland confirmed that the city has say in the numbering, but the street names are typically decided by the developer with approval by the City during the platting process. Chairman Talle has concerns regarding the names of streets of Connie Lane, Thomas Drive, and Blace Avenue and the response times of first responders. The house numbering of Blace Avenue and Connie Lane go from east to west and Thomas Drive goes from west to east.
- Commissioner Hughes moved, seconded by Commissioner Beckel to postpone the recommendation to the City Council for further research and a complete PUD application is submitted. A roll call vote was taken with all in favor, motion carried.

3. Land Use Training Opportunity Through the League of Minnesota Cities

- Administrator Bromeland explained that the city has an opportunity to take a 60-minute course for basic land use. Discussion took place to either take the course all together or individually at your own pace and time. Commissioners Hughes and Miller both stated they would prefer to take the course at their own pace and time, however, Commissioner Hughes added that she would like to have the other Commission member's input. Administrator Bromeland stated she would send out the link to everyone and then at the next meeting the Planning Commission would discuss the first half of the training to get the input of others.

Other

1. Building and Zoning Permits

- Permit activity was presented for the months of December and January.
- Administrator Bromeland stated that there has been some interest in possible future development on the south side of town.

2. Motorsports Park Update

- Administrator Bromeland stated that the City received an appeal and is currently in litigation.

3. 100 Valley Lane Update

- Scott Wangen is currently working with Bolton and Menk on the subdivision requirements as outlined in Chapter 5.

4. Community Development Coordinator

- On February 14th the City will be interviewing four people for the position of Community Development Coordinator. Administrator Bromeland stated she would like one representative from both the Planning Commission and the EDA to sit on the interview panel. Commissioner Beckel said that he would be willing to sit on the panel.

5. Intern Update

- Administrator Bromeland stated that we are still waiting to find an intern but could possibly have one for summer but that by then we may already have a new staff person and no longer have the ability to bring on an intern.
- The next regular scheduled Planning Commission meeting is February 27, 2023, at 6:00 p.m. in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Beckel moved, seconded by Commissioner Miller to adjourn. A roll call vote was taken with all voting in favor. Meeting adjourned at 6:31 p.m.

Chairman Talle

Mandy Auringer, Administrative Clerk