

**CITY OF EAGLE LAKE
PLANNING COMMISSION MEETING
March 20, 2023**

Call to Order

- The meeting was called to order at 6:02 p.m. by Commissioner Beckel.

Present: Commissioners Hughes, Beckel, McCarty, and Paulson.

Absent: Chairman Talle

Staff Present: City Administrator Bromeland and Administrative Clerk Mandy Auringer.

Others Present: Kurt Matson, Brett Anderson, Brian Sarff, Nate Myhra, Richard Garvey, and Paul Bunkowske.

Approval of Agenda

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

Approval of Minutes

- Commissioner McCarty moved, seconded by Commissioner Paulson to approve the Planning Commission meeting minutes from February 27, 2023. A roll call vote was taken with all in favor. Motion carried.

New Business

1. Public Hearing for Rezoning: Parcel ID# R121018201019
 - Administrator Bromeland gave background for the public hearing that has been scheduled to consider an application for rezoning for parcel R121018201019. The applicant is seeking to rezone the parcel from “L-1 Light Industrial” to “R-3 Limited Multiple Family Residential” for the purpose of developing the property into a townhome housing development. According to the concept plan, the development is proposed to consist of a 2 unit townhome, two 5 unit townhomes, and two 4 unit townhomes on the parcel. The applicant’s request to rezone the parcel from L-1 to R-3 is not consistent with the City’s land use map as this parcel is shown as L-1. However, as the applicant indicates in the rezoning request, the parcel is directly adjacent (on the east, south, and west sides of the property) to R-3. If the subject parcel were to be rezoned, it would eliminate the remaining lot available for L-1.
 - Commissioner Beckel opened the public hearing.

- Resident Brett Anderson stated he was not against the rezoning, but was curious if a business wanted to move to town in an L-1, where else it could go. Administrator Bromeland stated that it appeared to possibly be one of the last remaining lots zoned L-1 that hasn't been developed, but that there could be other locations that might be possibilities in the future if landowners would be willing to sell and land is located in an area that is appropriate for an L-1 zoning district.
- Commissioner Beckel closed the public hearing.
- Commissioner McCarty asked if there was going to be watermain looping done with this development. Administrator Bromeland confirmed that Mr. Matson, Bolton and Menk, and City staff have had a meeting pertaining to the watermain looping. It may not begin until after the development is started due to needing to add this to the plan for improvements and determine financing, but there will be an easement granted for the looping project for when the City is ready to move ahead with the watermain looping work.
- Commissioner Beckel asked about the area where the 2 unit townhomes will be going and concerns with flooding. Mr. Matson stated that if they find that the location is bad when they do soil boring, they will remove the townhome from the project.
- Commissioner Hughes moved, seconded by Commissioner McCarty, to recommend to the City Council to approve the rezoning from L-1 to R-3. A roll call vote was taken with all in favor. Motion carried.

2. Public Hearing for Preliminary Plat: Parcel ID# R121018201019

- Administrator Bromeland gave background for the public hearing. The applicant is seeking to develop the property into a townhome housing development consisting of a 2 unit townhome, two 5 unit townhomes, and two 4 unit townhomes on the parcel.
- A meeting was held with the developer, the developer's representative from Bolton and Menk, the City's engineer with Bolton and Menk, the Eagle Lake Public Works Director, and Administrator Bromeland to review the proposed subdivision for compliance with the design standards as set forth in Chapter 5.
- Commissioner McCarty asked if there are any wetlands that would affect the development. Nate Myhra with Bolton and Menk stated there is a small area of wetland but will not affect the area that will be developed.
- Commissioner Hughes asked if the pond was going to do anything. Mr. Myhra explained it will collect the runoff and slow the flow into the creek.
- Commissioner Beckel opened the public hearing. There were no comments from the public.
- Commissioner Beckel closed the public hearing.
- Commissioner McCarty moved, seconded by Commissioner Paulson to approve the preliminary plat. A roll call vote was taken with all in favor. Motion carried.

3. Public Hearing for Rezoning: 114 S. Agency Street

- Administrator Bromeland stated she had spoken to the owners pertaining to off street parking requirements for rental properties. The owners decided to table the rezoning.

4. Public hearing for Zoning Code Amendment: Chapter 6, Section 6.210, Subd. 4)A) (2)
 - Administrator Bromeland explained that currently, there is conflicting language in code. In Section 6.120, Subdivision 6(A), the word “required” is included, but it is missing from Section 6.210, Subdivision 4(A)(2). The purpose of the amendment is to promote consistency within Chapter 6 as it relates to the permissible location of accessory structures in front and side yards.
 - Commissioner Beckel opened the public hearing. There were no comments from the public.
 - Commissioner Beckel closed the public hearing.
 - Commissioner McCarty moved, seconded by Commissioner Paulson to recommend to the City Council to approve the change in city code to add the word “required” to provide consistency throughout code. A roll call vote was taken with all in favor. Motion carried.

5. Application received for Two Planning Commission Vacancies: Richard Garvey and Paul Bunkowske.
 - Richard Garvey stated that he has lived in Eagle Lake for 10 years and would like to become more involved with the city.
 - Paul Bunkowske stated he has lived here 7 years and wants to help by getting involved.
 - Commissioner Hughes moved, seconded by Commissioner McCarty, to approve both applicants for the two Planning Commission vacancies. A roll call vote was taken with all in favor. Motion carried.

Other

1. Building and Zoning Permits
 - Permit activity was presented for the months of February and March.

2. Update on Newly Hired Community Development Coordinator.
 - Administrator Bromeland shared with the Planning Commission the Eagle Lake City Council recently approved the hire of Olivia Adomabea at its March 6th meeting as the City’s new Community Development Coordinator.
 - Olivia possesses a bachelor’s degree in urban planning and is currently pursuing a master’s degree in urban planning. In addition to pursuing her master’s degree, Olivia has also worked as a GIS intern for Le Sueur County and is currently a Community Development Intern for the City of Chanhassen.
 - Since Olivia is still in graduate school, she has requested the ability to work part-time initially and then begin full-time employment once she graduates. Starting April 7th, Olivia will work Wednesdays from 8:00 a.m.-12:00 p.m. and Fridays from 8:00 a.m.-4:30 p.m. Beginning in June, Olivia will work Monday-Friday from 8:00 a.m.-4:30 p.m. Olivia’s first Planning Commission meeting will be Monday, June 19th.

- Commissioner Beckel asked if she would be reviewing and suggesting changes for Chapter 6 of city code. Administrator Bromeland confirmed that she would be.
- The next regular scheduled Planning Commission meeting is April 17, 2023, at 6:00 p.m. in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner McCarty moved, seconded by Commissioner Hughes to adjourn. A roll call vote was taken with all voting in favor. Motion carried. Meeting adjourned at 6.26 p.m.

Commissioner Beckel

Mandy Auringer, Administrative Clerk