

**CITY OF EAGLE LAKE
FEBRUARY 19, 2019
JOINT PLANNING COMMISSION AND CITY COUNCIL MEETING**

Call to Order

- Meeting was called to order at 7:00 by Chairman Talle.
Present: Chairman Talle, Commissioners Beckel, Brandt, Hughes, Rose, and McCarty.
Absent: Commissioner Norton
Staff Present: City Administrator Bromeland and Deputy Clerk Rausch

Approval of Agenda

- Commissioner Brandt moved to approve the agenda as written and Commissioner Rose seconded. Motion carried with Chairman Talle, Commissioners Beckel, Brandt, Hughes, Rose and McCarty voting in favor.

New Business

1. Bradford Development: Motorsports Park Concept – Brad Bass
- Brad Bass and Gary Curtis were present to present the motorsports park concept stating they have been working on a site in Lime Township but the proposed 135 acres north of Highway 14 Lake site is better suited to their needs
 - The driving track would be used by street legal cars and used as a training school for public safety driving personnel and young drivers.
 - The course will not be designed as a race track and would not meet the standards required for a race track; there will be no bleachers or large events.
 - The project would include tiny homes located on top of garages.
 - Administrator Bromeland stated there is no orderly annexation with LeRay Township. A LeRay Township representative present stated that LeRay Township would not request annexation.
 - The facility would include a club house and possibly a restaurant.
 - Bolton and Menk Engineering is conducting sound studies and plans for noise mitigation.
 - Several comments were taken from the public which included safety/accident concerns, regulating vehicle noise output
 - Job creation could include seasonal maintenance plus spur off businesses such as automotive.
 - Administrator Bromeland stated that no action was needed and that the intend of this meeting was informational.

Adjournment

- Commissioner McCarty moved to adjourn, and Commissioner Beckel seconded. Motion carried with Chairman Talle, Commissioners Brandt, Hughes, Beckel, Rose, and McCarty voting in favor.
- Meeting adjourned at 8:07 pm.

Kerry Rausch, Deputy Clerk

Trent Talle, Chairman

CITY OF EAGLE LAKE
APRIL 15, 2019
PLANNING COMMISSION MEETING

Call to Order

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

Approval of Agenda

- Commissioner Rose moved to approve the agenda as written and Commissioner Beckel seconded.
Motion carried with Chairman Talle, Commissioners Brandt, Hughes and McCarty voting in favor.

Approval of Minutes

- No quorum at March's meeting.

New Business

- Ringler/Baumgartner Four-Plex Project at 21570 598th Avenue
- Administrator Bromeland stated that attached with the memo that was sent out was a concept plan received from Richard Ringler, one of the developer's of the proposed four-plex project at 21570 598th Avenue. It was noted that once constructed the units would be leased. Administrator Bromeland explained that the next step in the process is for the minor subdivision process to be completed. The developers were invited to attend the meeting to discuss their project with the Planning Commission and obtain feedback before moving further along in the process. The minor subdivision process involves a public hearing and notice sent to property owners within 350' of the project. The parcel will be platted as part of the minor subdivision process. For purposes of providing background, Administrator Bromeland recapped that the property was annexed into City limits in 2018 and then re-zoned from an agricultural district to an R-2 district. It was noted that water will be available to this property as part of the watermain looping project in the works that is slated for late summer/early fall of 2019. No other issues were noted from a zoning perspective after staff completed an initial review of the concept design. A meeting will be held with the developers' surveyor the following day to review the minor subdivision application process and zoning code requirements.
- Planning Commission Perspective: Commissioner Rose brought up concern over overflow parking. Mr. Ringler stated that there proposed plan would have straight concrete parking area from the road up to the house/ four-plex building. This will allow two outside parking spaces, as well as a two stall garage for each unit. Commissioner Hughes stated her concern for the amount of hard surfaces with the concert parking areas as well as the concrete patio in back. Administrator Bromeland stated she would review drainage and green space area with Bolton and Menk and bring the information back to the Planning Commission.
- Commissioner McCarty asked about water that is available in the area. Administrator Bromeland stated with watermain looping project they will have water to this development this fall. Commissioner McCarty asked where the sewer would come from and if they would be tiling across 598th. Administrator Bromeland will get email of drawing for sewer layout and confirm where sewer is currently available.
- Review Front, Rear, or Side Yard Percentages allowed for Hard Surfaced Parking

- Administrator Bromeland shared that she was recently contacted by Scott Wendinger with Hiniker Homes concerning Eagle Lake zoning code language in Section 6.120 R-1 Family Residential District pertaining to driveway width allowed at curb, parking pads, and the percentage of front and side yards that can be hard-surfaced or used for driveways and/or unenclosed motor vehicle parking. Administrator Bromeland explained that Scott expressed concern with being able to construct new homes on remaining lots in the Prairie Run Addition due to code – specifically subdivision 9(B). Staff reminded the Planning Commission that there has previously been discussion at both the Planning Commission and City Council level as to whether changes are needed to the percentage that can be hard-surfaced or used for driveways and/or unenclosed motor vehicle parking. Staff asked that discussion continue this evening on the matter, especially since this issue could persist with ongoing new home construction in other areas in Eagle Lake.
- Chairman Talle stated with varying widths, how do we keep housing looking uniformly. For example, last year with 237 Oak Drive requesting a wider driveway. Chairman Talle in favor to change percentages allowed but does not want to have front yard all concrete.
- Administrator Bromeland stated a current resident is looking at a lot in the Prairie Run Addition and would like to have a concrete pad to park their camper on. Commissioner McCarty stated if you were to have a 34' wide driveway and a 12' camper pad not in any side-yard set back, parking surface would be inside front-yard setback. If you are out of the 8' side yard setback it would be feasible, but how would you get your camper back to the concrete pad.
- Chairman Talle asked if Hiniker Homes would be looking at the option of applying for a Variance. Administrator Bromeland stated that Hiniker Homes does not want to waste time and continue to run into issues when moving to their other sites/plots they have available. Administrator Bromeland stated if we could work with Hiniker Homes on a solution for percentages, with the possibility of future developments, as Hiniker has additional land within Eagle Lake.
- Commissioner Hughes stated possible drainage problem with camper and the additional concrete of flooding basements.
- Commissioners McCarty and Beckel both recommended moving house back on lot. Commissioner McCarty stated if the house was moved back 12', making a triangle outside of set back and given that it is a curved lot it can be in conforming use.
- Commissioner Hughes stated if they are not interested in a Variance request they may want to look at a lot that would be conforming to their needs.
- Shoreland Ordinance Discussion
 - Administrator Bromeland shared that staff was contacted by Brad Bass's team working on the proposed motorsports park project regarding shoreland setbacks and determining which entity's ordinance applied. Absent a shoreland ordinance in Eagle Lake, the parcels being considered for the motorsports park would fall under the jurisdiction of Blue Earth County's shoreland ordinance. Administrator Bromeland stated that it is her understanding that there are restrictions on uses and what can be constructed within 1,000 feet of the Ordinary High-Water Level (OHWL) for shoreland, which may be of a concern to the proposed project. If the City were to adopt a shoreland ordinance, the City's ordinance would apply and could be designed to be less restrictive. City staff is currently reviewing shoreland ordinances from other communities and will be in contact with the DNR shortly to discuss shoreland ordinance requirements.

- Commissioner Beckel asked how close they plan to come to the shoreland. Denny Terrell, a member of the audience, stated that the height from the shore to garage/townhomes, Mr. Bass is not planning to crown the lake or shoreland.
- Commissioner McCarty asked if it was 1,000 feet from homes or the road way. With industrial use from Blue County Township. Look into what the DNR would recommend or state as the minimum distance. If the motorsports complete was zones as Heavy Industrial you may be able to get closer to the shoreland.
- Commissioner McCarty recommended having Mr. Bass complete an Environment Assessment Worksheet (EAW). This will look at impacts and local government, cultural, traffic, noise control, and pollution effects. Should be considered a part of the projects process. This will define how they are dealing with potential issues and gives valuable information that is open and transparent for residents to see regarding the project. Resolves questions about how things may be affected.
- Commissioner Hughes brought up concern about the noise to current housing near proposed project site. Currently there are two motorsports locations in Fairmont and Brainerd Minnesota.
- Discussion took place on how the land, once annexed, would be classified for zoning purposes.
- 2019 Building Permit Activity (March)
- March and April building permit activity will be reviewed at May's meeting.
- Next Regular **Planning Commission** Meeting – May 20, 2019 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Rose moved to adjourn and Vice-Chairman Beckel seconded. Motion carried with Chairman Talle, Commissioners Hughes, McCarty and Brandt voting in favor.
- Meeting adjourned at 6:22 p.m.

Brittany Grassman, Administrative Clerk

Trent Talle, Chairman

CITY OF EAGLE LAKE
MAY 20, 2019
PLANNING COMMISSION MEETING

Call to Order

- Meeting was called to order at 6:00 p.m. by Chairman Talle.
Present: Chairman Talle, Vice-Chairman Beckel, Commissioners Brandt, McCarty and Hughes.
Absent: Commissioners Rose and Norton.
Staff Present: City Administrator Bromeland and Administrative Clerk Grassman

Approval of Agenda

- Commissioner Brandt moved to approve the agenda as written and Commissioner Hughes seconded. Motion carried with Chairman Talle, Vice-Chairman Beckel, Hughes and McCarty voting in favor.

Approval of Minutes

- Vice-Chairman Beckel moved, seconded by Commissioner Brandt, to review and approve the Planning Commission meeting minutes from April 15, 2019. Motion carried with Chairman Talle, Commissioners Hughes and McCarty voting in favor.

New Business

- Application for Variance: 417 Linda Drive
 - Administrator Bromeland stated that Brady Schloesser is looking at demolishing his existing garage and then constructing a new garage with a larger footprint. Prior to Mr. Schloesser owning the property, the garage was initially a cart port and then converted to an enclosed garage without proper footings. Mr. Schloesser is here to discuss with the Planning Commission to determine any interest in grating a variance from the 15-foot setback requirement on a corner lot.
 - Mr. Schloesser stated that the slab in the garage is cracked in half and has been causing water to settle in garage over the winter. The roof line is compromised and the structure is pulling away from the house. Planning to place actual footings to support new garage and does not intent to disrupt the view of the park from property.
 - Commission McCarty asked Mr. Schloesser if the side yard setback from the property line would be 3 feet or 6 feet. Mr. Schloesser informed the Planning Commission that he did not plan to go into the grass past the current lime stone slab that is next to the garage. The previous proposed side walk that would go along Thomas Drive would still have 4 to 5 feet from proposed two stall garage to side walk.
 - Vice-Chairman Beckel asked Mr. Schloesser what he plans to do if the Variance does not get approved. Mr. Schloesser stated that he would rebuild a single car garage and place footings, as well as correct the back corner where the structure is pulling away from the roof line.
 - Chairman Talle and Commissioners recommended to find the property pins and provided drawings with dimensions of proposed two-stall garage. Public Hearing will take place at the next Planning Commission meeting June 17, 2019.
- Application for Variance: 401 LeRay Avenue
 - Administrator Bromeland stated that Craig Groebner had contacted City Hall in regards to renting out the property at 401 LeRay Avenue. According to code, no two R-1 rental properties may be located within 250 feet of each other. The property was originally constructed to be a duplex, which are not allowed in an R-1 district but would be allowed in an R-2 district. Absent the wall it is still considered a single-family dwelling. Mr. Groebner is looking to have his property re-zoned from R-1 to R2 and has been informed that spot zoning is not encouraged. Mr. Groebner is here to discuss his plans in further detail to get your input and to see if the Planning Commission will entertain the idea of spot zoning his property.
 - Chairman Talle asked if there was a previous rental license that was available. Administrator Bromeland stated that there was a rental license for the property back in 2009. Previous owner had family relative living at the property, which does not require a rental license.

- Mr. Groebner stated he has spoken to Blue Earth County in regards to widening the driveway and curb while he makes changes to the inside of property to complete the duplex. Updates to the inside would be adding the wall to separate the two units and add closets.
- Administrator Bromeland asked what Mr. Groebner will do with the property in the Variance does not go through. Mr. Groebner stated that he will make the necessary changes to the home to make it into a real single-family home and then sell the property.
- Chairman Talle stated that it was too early for recommendations and advised Mr. Groebner to speak with Council members to get their thoughts. Planning Commission will continue with Public Hearing at the next Planning Commission meeting June 17, 2019.
- Application for Variance: 615 Colodoro Lane
 - Administrator Bromeland stated that Jonathan Moldstad, owner of 615 Colodoro Lane, would like to construct a deck, stairs, and gazebo in the rear yard of his property but is encountering issues with staying in the rear setback due to placement of his house being further than typical homes in the neighborhood. A previous Variance was applied for a deck back in 2015 and was denied by Planning Commission, but the City Council overrode that decision and approved the Variance. Since no building permit was ever pulled, Mr. Moldstad is here to present his project in further detail.
 - Mr. Moldstad stated he is looking to make his backyard usable space, with adding a deck and gazebo to his backyard that faces a holding pond. With limited space for the gazebo he is looking at building a 12 foot gazebo to fit 12 people, with the location of the gazebo being off to the south from the patio doors being most ideal location. He has taken in consideration his fireplace vent and will have the gazebo 36" away. Chairman Talle recommended get a survey completed. Mr. Moldstad stated he has looked into a surveying company and waiting period is around two months.
 - Commission McCarty stated that with the proper knowledge of the distance from the property line to proposed structures, that way you can verify if a Variance will be required for the purposed project. Commissioner Hughes also stated that with the drawings provided that it did not appear that a Variance would be needed.
 - Planning Commission asked if Variance was not approved what Mr. Moldstad's plan would be. Mr. Moldstad stated he would just build the deck and not the gazebo.
 - Planning Commission stated other survey service companies but could not recommend any particular company, to verify by June 3rd if a Variance would be needed. With the Variance process a Public Hearing would be held next.
- Carport/Outdoor Storage Options: 105 Agency Street N
 - Administrator Bromeland stated that Nathaniel Netzke at 105 Agency Street N is looking to construct a carport on his property. He previously had spoken to the City back in 2015 to put up a carport and was informed that corrugated metal or grey galvanized steel was not allowed. Mr. Netzke was sent a letter informing his that a structure of 200 square feet or more would require a building permit. Mr. Netzke has been in communication with the City and has provided pictures of portable storage structures less than 200 square feet for consideration. Administrator Bromeland stated concern about code requirement that roofing and siding material of an accessory structure match that of the principal structure, also meeting setbacks and if the portable structure would need to be anchored to the ground or attached to a concrete slab.
 - Planning Commission was in agreement that a portable structure would not be allowed to be placed on a property. Commissioner Brandt stated that metal roofs are allowed on structures but we need more of a defined definition for the term corrugated. Chairman Talle recommended relooking at code in regards to corrugated metal.
- 2019 Building Permit Activity (April)
 - Administrator Bromeland distributed a summary of building and zoning permit activity for March and April 2019. No action is required at this time, distributed for informational purposed only.
 - Commissioner Brandt stated that he noticed new construction has been slowing down. Administrator Bromeland stated Kerry, Deputy Clerk has made a list of all bare lots available for new construction.

- Hiniker Homes Zoning Questions Update
 - Administrator Bromeland stated she had been contacted by Mark Hiniker in regards to the zoning requirements relating to a parking pad and the side yard setback for a potential new construction home. Mark had stated that the City would be passing up potential funds for a new construction home. Administrator Bromeland recommend to Mark Hiniker to come speak in front of the Planning Commission in regards to zoning code requirements with the proposed project.
- Attendance at Planning Commission Meetings
 - Chairman Talle stated there have been attendance issues with some members of the Planning Commission. Chair Talle recommended that after 'x' amount of missed meetings that a discussion would occur to see if member is still intends to be a part of the Planning Commission. Commissioner McCarty asked if there was a formal removal proposal or action that can be taken. Administrator Bromeland stated that there is currently nothing stated in City Code, but City Council would make any final decision on members in the Planning Commission.
- Next Regular **Planning Commission** Meeting – June 17, 2019 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Vice-Chairman Beckel moved to adjourn and Commissioner Brandt seconded. Motion carried with Chairman Talle, Commissioners Hughes and McCarty voting in favor.
- Meeting adjourned at 6:52 p.m.

Brittany Grassman, Administrative Clerk

Trent Talle, Chairman

CITY OF EAGLE LAKE
JUNE 17, 2019
PLANNING COMMISSION MEETING

Call to Order

- Meeting was called to order at 6:00 p.m. by Chairman Talle.
Present: Chairman Talle, Commissioners Brandt, McCarty and Norton.
Absent: Vice-Chairman Beckel, Commissioners Hughes and Rose.
Staff Present: City Administrator Bromeland and Administrative Clerk Grassman

Approval of Agenda

- Commissioner McCarty moved to approve the agenda as written and Commissioner Norton seconded. Motion carried with Chairman Talle and Commissioner Brandt voting in favor.

Approval of Minutes

- Commissioner McCarty moved, seconded by Commissioner Brandt, to review and approve the Planning Commission meeting minutes from May 20, 2019. Motion carried with Chairman Talle and Commissioner Norton voting in favor.

New Business

- Public Hearing for Re-Zoning Request Received from 401 LeRay Avenue
 - Administrator Bromeland stated notice was mailed out to all property owners within 350 feet of the property at 401 LeRay Avenue. The property is currently zoned R-1 Residential District and the owner, Craig Groebner who is in attendance this evening is requesting that be re-zoned R-2 One and Two Family Residential District for the purpose of converting the property as a single family dwelling to a two family dwelling or a duplex which is allowed in an R-2 district. Administrator Bromeland stated she had not received any written notice from any property owners within 350 feet objecting to the re-zoning request.
 - Chairman Talle asked the applicant Craig Groebner if he had any further information he would like to share before the public hearing started. Mr. Groebner stated he was provided with a list of rental properties within Eagle Lake and the rental property that is within 250 feet has no possible way of passing a rental inspection. Mr. Groebner spoke with Dan Murphy, city Building Inspector regarding the rental property and stated he would take a look at the property. Mr. Groebner stated he then came into City Hall and was told inspections take place in January, he then called Dan Murphy back after leaving City Hall and Mr. Murphy stated he would look at the property in question right away.
 - Administrator Bromeland clarified that what was talked about today between Mr. Groebner that when a typical inspection process takes place and that a property is inspected every three years when their rental license is up for renewal. Which would incur in January and after speaking with Mr. Groebner we immediately made contact with Dan Murphy, city Building Inspector and he will be doing an inspection to the property in question, 308 LeRay Avenue. Administrator Bromeland stated that the property owner of that rental license will have a chance to correct any deficiencies that require corrective action and if they do not comply, there is a process to revoking their rental license if it gets to that point.
 - Commissioner Brandt asked if there is a variance process for rental licenses. Administrator Bromeland stated that re-zoning is the only option that is she currently aware of.
 - Chairman Talle opened the Public Hearing at 6:05 pm.
 - Kerry Rausch, 328 LeRay Avenue. Mrs. Rausch stated that Mr. Groebner purchased the property knowing in advance that it was zoned as R-1 Single Family and could not be converted to a duplex due to zoning. He also knew that there was a rental license within 250 feet so he could not be issued a rental license. She had personally explained this to Mr. Groebner as she handles the rental license for the city and stated to him that in order to do what he was looking at he would need to request for the parcel to be rezoned. Mrs. Rausch as went over the land use plan which shows the property of 401 LeRay Avenue zoned as R-1 and covered what the League of MN Cities guide lines state for spot zoning and felt that Mr. Groebner's request does not qualify for spot zoning the parcel to an R-2. Mrs. Rausch stated that the only other option would be for the city to amend

chapter 15 of the city code regarding rental regulations. With other rentals in the area as well as multiple apartment complexes and future complexes be built in the area, there is already a high amount of traffic as the only exit out is LeRay Avenue onto 598th Avenue to travel on highway 14 in both directions. Mrs. Rausch stated she is not opposed to rental licenses but is opposed to spot zoning and making modifications to the current rental code.

- Monica Broughten, 325 LeRay Avenue. Mrs. Broughten stated she was on the Planning Commission back in 2003-2004 when the rental code was being put into place and they had to go door to door to see who was renting and who was not. Mrs. Broughten stated that if you look at Eagle Lake we do not want it to continue to be a place for more rentals, if we step back and look at making this a community of families not people that are just renting out their homes. Traffic issue is bad for those that live on LeRay Avenue, there is no traffic control. Kids play on the road and no traffic is monitor regarding the speed that cars are traveling at. LeRay and 598th exit can have a wait of six or more minutes to get out, before you are getting onto the highway. When the house was built it was built as a duplex and the owner tried to ask for forgiveness and it was not granted. The housing in that area is affordable housing for families and we want to keep families with children in that area. Mrs. Broughten asks that the city keep it zoned as an R-1 and any future buyers of that property understand that it will stay as an R-1. Mrs. Broughten stated that rentals are short term and that family owned property help the community and support our school.
- Marty Meyer, 316 LeRay Avenue. Mr. Meyer stated he has lived there for 10 years and every year it keeps getting busier because of all the new rentals, apartments and townhouses. Land volume on the north side of town is a lot smaller than the land volume on the south side. Traffic issues with cars going at a high rate of speed.
- Chairman Talle closed the public hearing at 6:17 pm and discussion will now be held between the Planning Commission members. Commissioner Brandt stated he is opposed to spot zoning and feels that the city should stay away from doing so. Commissioner Norton asked how often have we re-zoned properties in the past and Chairman Talle stated the most recent re-zoning was at Linda Path that area was B-1 Community Business District and re-zoned to R-3 Limited Multiple Family Residential District. Commissioner Brandt brought up the rezoning of a property along 598th Avenue, Administrator Bromeland was the property Richard Ringler and Devin Baumgartner are going to develop was rezoned R-3. The property was annexed in as Agricultural. Chairman Talle stated that is the typical process when a property is annexed into the city and then typically rezoned.
- Chairman Talle asked Administrator Bromeland since there are a lot of things in close proximity to this property as far as other R-1 houses, would this meet the definition of spot zoning. Administrator Bromeland stated if the Commission and City Council looked at changing an area verses one single parcel of land; it is definitely spot zoning if you are just looking at doing one parcel. If you are looking at addressing an area of town and changing the zoning district that may be more palatable to people, otherwise it is seen as spot zoning with just picking one parcel out of an R-1.
- Commissioner McCarty stated he agrees that it should not be spot zoned and sees it as a nuisance property with it being built as a duplex and denied since it was built in an R-1 district.
- Motion was moved by Commissioner McCarty for the rejection of the re-zoning request at 401 LeRay Avenue, seconded by Commissioner Brandt. Motion is carried with Chairman Talle and Commissioner Norton voting in favor. Request will go to the City Council for final discussion at the next meeting, Monday, July 1st.
- Letter from 304 LeRay Avenue Regarding Possible Re-Zoning Request
- Administrator Bromeland stated Mariah Chapman the property owner of 304 LeRay Avenue was also at the last Council meeting as did Mr. Groebner and she would like to move out of town but does not want to see her property. Ms. Chapman approached the city to get a rental license and she is also located within 250 feet of another rental license. After talked with the council and stating her dilemma the council stated they have no desire to change the rental code. Ms. Chapman could not be at tonight's meeting so she submitted an email to pass along to the Planning Commission.

- Chairman Talle stated that they try to stay away from re-zoning and spot zoning requests. Unless the council is interested in changing the rental code, the Planning Commission has no interest at this time.
- Zoning Code Language and Possible New Home Construction Limitations: Mark Hiniker
 - Administrator Bromeland stated Mark Hiniker sent an email stating he would not be able to attend this evenings meeting. Administrator Bromeland has encouraged them to come to the Planning Commission meetings to have a discussion and talk about the different issues they are encountering.
 - Chairman Talle stated that the city can appreciate that Gary Hiniker has bought this subdivision and did not develop this area and trying to build homes in this subdivision. We know that he did not plat it for the homes they are looking at construction on these available lots, but we would like to have a conversation with them to try and figure out what we can do to help them with these projects.
 - Chairman Talle stated when you look at our zoning code requirement what we require is fare for the lots they have available. Commissioner McCarty stated that they are very close to being compliant with what they are proposing to construct on this lot. Chairman Talle stated that the Planning Commission wants to look at the big picture and discuss their projects with them in further detail.
- Upcoming July 15th Public Hearing for Minor Subdivision Application from 21570 598th Avenue
 - Administrator Bromeland stated that Richard Ringler and Devon Baumgartner are ready for the public hearing coming up at the next meeting, which would be by July 15th. They did stop by the city hall last week and they are working with Chris Larson, from ISG. They had mentioned a possible concern with their rear setback, and possibly being seven feet short and may need to apply for a Variance. Administrator Bromeland will verify this will Chris Larson from ISG. After talking with Chris if he confirms this information that they do need a Variance, she will schedule the public hearing for the variance at the same time as the minor subdivision application. No action is needed at this time, just informing on the public hearing for next Planning Commission meeting.
 - Commissioner McCarty brought up from previous meetings regarding the project on the concern of the amount of hard surface and concrete being used. Administrator Bromeland stated she did bring up the code requirements to Richard Ringler and Devon Baumgartner.
- Future Land Use Classification Discussion Regarding Mankato Motorsports Project
 - Administrator Bromeland stated she was contact by Brad Bass of Bradford Development and he had asked that we move up the process of the land use and the rezoning. Administrator Bromeland had emailed the city attorney to see if we are able to move along with the processes and is waiting to hear back. This would be contingent on if the property gets annexed into city limits. Mr. Bass wants to get going if the annexation goes through he can get things moving quickly.
 - Chairman Talle stated that people have in the past come in front of the Planning Commission with requests and it has been contingent on the purchase agreement going through.
 - Commissioner McCarty brought up the status of an Environment Assessment Worksheet (EAW) and where they are at with the project. Administrator Bromeland stated we have not received a report on that and have been receiving monthly updates at this time. Commissioner McCarty stated that the Planning Commission should not invest too much of their time, until we know that they have done the work on their end. This may lead to a different outcome that changes the projects outcome.
 - Commissioner Norton asked if the Lime Township proposal was shot down. Commissioner McCarty stated it was due to noise concerns that Lime Township had. Commissioner McCarty stated they had been looking at a conditional use permit for the project in Lime Township which would have a five year renewal process.
 - Chairman Talle mentioned if there had been any further discussion on the shoreland ordinance. Administrator Bromeland stated there was nothing at this time to report back on for the shoreland ordinance.
 - Commissioner McCarty stated in talking with Lime Township one of the issues they were coming across was how to classify an accessory structures because they are habitats or houses. It is somewhere between a B-1 Community Business District and Industrial District use as an automobile complex with the ability to have housing on the same site. Lime Township was looking at having the accessory structures zoned Residential and be separate from the track, but that causes issues for the shoreland ordinance and creating separate setback

requirements. Commissioner McCarty stated he understands that they do not want to spend a lot of money ahead but the more they invest in preparing an accurate plan on what they are going to do, measurements and how they want to do stuff. It will provide us with giving better feedback and for residents it will alleviate some of the confusion on the Motorsports project.

- 2019 Building Permit Activity (May)
- Administrator Bromeland stated the May building permit activity is for informational purposes only, no formal action is required.
- Next Regular **Planning Commission** Meeting – July 15, 2019 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Norton moved to adjourn and Commissioner Brandt seconded. Motion carried with Chairman Talle and Commissioner McCarty voting in favor.
- Meeting adjourned at 6:36 p.m.

Brittany Grassman, Administrative Clerk

Trent Talle, Chairman

CITY OF EAGLE LAKE
JULY 15, 2019
PLANNING COMMISSION MEETING

Call to Order

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

Approval of Agenda

- Commissioner Rose moved to approve the agenda as written and Commissioner Norton seconded. Motion carried with Chairman Talle and Commissioners Rose, Hughes, McCarty and Beckel voting in favor.

Approval of Minutes

- Commissioner Norton moved, seconded by Commissioner Rose, to review and approve the Planning Commission meeting minutes from June 17, 2019. Motion carried with Chairman Talle and Commissioners Hughes, Beckel, and McCarty voting in favor.

New Business

- Public Hearing for Minor Subdivision Application: 21570 598th Avenue
 - Administrator Bromeland stated public notice was published in the city's newspaper, the Mankato Free Press and was sent out to property owners within 350 feet of the subject property at 21570 598th Avenue. The property is currently zoned R-3 Limited Multiple Family Residential District. The owner is requesting that we plat it under the Minor Subdivision process. There is a preliminary and a final plat for Planning Commission to review. They have been working with ISG and have been working with our zoning code in regards to R-3, and are aware of the City's requirements. No written or verbal comments have been received from the public.
 - Commissioner McCarty brought up the requirement of the 50 foot right-of-way, where currently the proposed project has only a 33 foot right-of-way. Administrator Bromeland confirmed the 50 foot right-of-way requirement and asked ISG if there was a reason for the 33 foot right-of-way purposed in the plat. ISG stated that due to setbacks being tight on the property they have purposed the 33 foot right-of-way. It comes down to very minimal building area on the property.
 - Commissioner McCarty stated that since it would not conform to potential future usage of 598th Avenue, therefore they should not have any relief from the requirement of 50 feet. When it comes time for redevelopment of 598th Avenue they will need the 100 feet to grate it out for adequate pedestrian facilities on both sides of a multilane roadway, making it difficult for future urban development.
 - Commissioner McCarty asked about the time line for utilities. Administrator Bromeland stated that the city will be providing utilities for the property and are looking at bids to present to City Council at the August 5th City Council Meeting. Administrator Bromeland went over where sewer and water connections would be going for the developer to hook into.
 - Chairman Talle opened the Public Hearing at 6:06 pm. No comments made, Public Hearing closed at 6:07 pm.
 - Commissioner McCarty stated the Planning Commission should make a conditional request; a single parcel should not affect future growth and development of the area.
 - Commissioner McCarty moved, seconded by Commissioner Norton, approval of the plat with the condition that the right-of-way dedicated to 21570 598th Avenue is no less than 50 feet. Motion carried with Chairman Talle and Commissioners Hughes, Rose, and Beckel voting in favor.
- Public Hearing for Variance: 21570 598th Avenue
 - Administrator Bromeland stated they would need to increase the amount of footage they are requesting for the Variance, with the requirement of the 50 foot right-of-way. No written or verbal comments have been received from the public.

- Chairman Beckel wanted to confirm that they would need to push everything back by 17 feet, which would create a smaller backyard. Commissioner Rose stated it would be pushed back on the West end which is the end of the complex.
- Chairman Talle asked City Administrator if there are any restrictions with having two buildings on one lot, Administrator Bromeland confirmed there are no restrictions.
- Administrator Bromeland asked ISG based on what has been discussed, what is your calculation on the amount needed. ISG stated they don't have the distance with the new amount of the 17 feet. ISG stated that all the impervious coverage calculations were met based on the property.
- ISG stated with the layout of the proposed building that they are giving space for the North and South setbacks, which would be the side yards when looking at the property from 598th, in hopes that with the Variance they can exceed the required rear yard setback in the West.
- Chairman Talle opened the Public Hearing at 6:16 pm. No comments made, Public Hearing closed at 6:17 pm.
- Chairman Talle and Commissioner McCarty discuss the required setbacks if they were to split the property into two lots and what those setbacks would be and if they would meet them with their current layout. They would then be sharing the roadway access and if one lot were to ever sell, they would need an agreement on each owner taking care of a percentage of the roadway.
- ISG asked if they split the lot to a South and North parcel and are able to fix the additional 2 feet in the pavement to get within the rear yard setback. Would the Planning Commission be able to conditionally approving the plat with that change. Commissioner McCarty stated they would need to look at how they are going to do the road and how maintenance would be handled on the road.
- Commissioner Hughes, seconded by Commissioner Rose, to deny the variance and request a revised site plan that meets all the requirements including parking. Motion carried with Chairman Talle and Commissioners Beckel, Norton and McCarty voting in favor.
- Application for Variance
 - Administrator Bromeland stated residents Ryan and Carrie Zeldenrust are requesting a Variance to add a hard surfaced parking pad on the side of their house and running along the back yard. Looking for thoughts from the Planning Commission before we schedule a public hearing.
 - Planning Commission has no interest to entertain the Variance.
- Greg Brandt Resignation Due to Moving Out of City Limits
 - Administrator Bromeland stated that Greg Brandt is moving out of city limits before the end of the month, meaning his resignation from the Planning Commission is effective as of today. Administrator Bromeland asked the Planning Commission what has been done in the past for a replacement.
 - Commissioner Norton stated that he had come forward on his own when a previous spot was available on the Planning Commission.
 - Chairman Talle stated that they have advertised an open position through the city newsletter, city Facebook page, and at the Post Office.
- Shoreland Ordinance
 - Administrator Bromeland stated she has been in contact with the DNR to use their model Shoreland Ordinance and also Matt Lassonde with Bolton & Menk who are working with the Motorsports Park, to see how the proposed Ordinance is looking. Then we will bring it back to the Planning Commission and go forward from there.
 - Commissioner Hughes asked about the EAW and the status. Administrator Bromeland stated she has spoken with Bolton & Menk and they are currently working on the noise analysis, testing different noises and the decibels around the proposed location.
- 2019 Building Permit Activity (June)
 - Administrator Bromeland stated the June building permit activity is for informational purposes only, no formal action is required.
 - Commissioner Beckel asked about the demolition permits for the Mobile Home Park. Administrator Bromeland stated that 5 or 6 mobile homes would be demolished and that 2 permits for demolition had been pulled.

- Next Regular **Planning Commission** Meeting – August 19, 2019 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Rose moved to adjourn and Commissioner Beckel seconded. Motion carried with Chairman Talle and Commissioners Hughes, Norton and McCarty voting in favor.
- Meeting adjourned at 6:34 p.m.

Brittany Grassman, Administrative Clerk

Trent Talle, Chairman

CITY OF EAGLE LAKE
AUGUST 16, 2019
PLANNING COMMISSION MEETING

Call to Order

- Meeting was called to order at 6:00 p.m. by Chairman Talle.
Present: Chairman Talle, Commissioners Rose, Hughes, Beckel, McCarty and Norton.
Absent: None.
Staff Present: City Administrator Bromeland and Administrative Clerk Grassman

Approval of Agenda

- Administrator Bromeland added the addition of a Variance request from Thomas and Alyssa Inkrott at 601 Colodoro Lane. Commissioner Rose moved to approve the agenda as written and Commissioner Beckel seconded. Motion carried with Chairman Talle and Commissioners Hughes, McCarty and Norton voting in favor.

Approval of Minutes

- Commissioner Norton moved, seconded by Commissioner Rose, to review and approve the Planning Commission meeting minutes from July 15, 2019. Motion carried with Chairman Talle and Commissioners Hughes, Beckel, and McCarty voting in favor.

New Business

- LeRoy and Kathy Schiffman, Parcel #R12.10.18.126.019: Shed.
 - Administrator Bromeland stated Kathy and LeRoy Schiffman would like to replace an existing shed with a different shed on a parcel they own and according to Beacon the parcel is approximately 2,150 square feet in size. The Schiffman's own three contiguous parcels, it appears that although two of the parcels could be combined, the parcel that they would like to place the shed on cannot be combined per Blue Earth Country due to being located in a separate subdivision.
 - Kathy Schiffman stated that Blue Earth County does not want to conjoin any of the lots. We checked with Blue Earth County they do not want any of the three parcels combined, to do the paperwork, survey work, or cost involved with the process of combining. Kathy stated that the current shed is deteriorating and bring in a new shed to improve the overall look. Would be putting new shed in existing place of shed that is deteriorating.
 - Chairman Talle stated that the Planning Commission understands where they are at and that they follow a Public Hearing format. The next step is for the Planning Commission to converse and ask any questions.
 - Administrator Bromeland stated that a Public Hearing has not been scheduled and would be set for the following month.
 - Kathy Schiffman asked why this process is required when they are replacing an existing shed, which has the same square footage in the same spot.
 - Administrator Bromeland stated the letters sent to the Schiffman's explained why they need to apply for a Variance and that the lot they want to place the new shed on is not a buildable lot. Coming in front of the Planning Commission tonight to see if they will entertain your Variance before you have to pay any of the costs.
 - Commissioner Beckel stated that the issue is being in compliance with the City Building Code. City Build Code states that your lot is an unbuildable lot, this means that in order to be allowed to build something on there, and that is what you are hear for tonight. You are looking at replacing a structure that was grandfathered in means that the old structure is fine you can leave that and keep painting over it. Since it is a new structure you are hear tonight to talk to us about possibly doing a Variance and weather it is worth your while.
 - Kathy Schiffman asked if they resided the existing shed with no permit. Planning Commission agreed yes, because it predates the code.
 - Chairman Talle stated they could either (a) rebuilding their current shed or (b) apply for a Variance and hold a Public Hearing next month to build a new shed. Or you can explore platting the lots and have it be taxed as one. Administrator Bromeland stated she was not sure if they would meet the minimum square feet for building lot requirements.
 - Chairman Talle and Commissioners will entertain the Variance application and Public Hearing for next month.
- Brett Anderson, 205 Parkway Avenue: Expansion of Non-Conforming Use.

- Administrator Bromeland stated Brett Anderson approached the City and the Planning Commission last year about doing an expansion on a residential property that is located in a B-1 district. He had talked to the Planning Commission at that time about doing a 5'x5' expansion for a bathroom. After that point nothing had happened and last week Mr. Anderson had come in to talk about previous expansion project. Gave Mr. Anderson a Variance application to fill out and at this time there is no action required.
- Rear Yard Setback Requirement for R-3 District
 - Administrator Bromeland stated after the last Planning Commission meeting working with the developers for the Ring Baum development over on 598th Avenue. We looked at the setbacks for the R-1, R-2, and R-4 districts and noticed that the R-3 setback is 5 feet greater than what it is for the other districts. Administrator Bromeland asked if the Planning Commission new the history of why there is the 5 foot difference and if the wanted to look into changing the setback for R-3 district. Compared the City of Mankato's code, as it is similar to Eagle Lake's and their code has a minimum of 25 foot rear yard setback.
 - Commissioner McCarty stated that he doesn't see why an R-3 district would have a different setback requirement and recommended to bring everything into conformance with the R-1, 2, 3, and 4 districts.
 - Administrator Bromeland stated that a review of Chapter 6 at the next meeting on September 19th to amended items from City Code and then a public hearing would be scheduled for the following meeting.
- Status of Applications Received for Planning Commission Vacancy.
 - Administrator Bromeland stated three people have expressed interest and two have submitted applications. One is on military leave and will submit application as well.
 - Commissioner Beckel stated that in the past Council has invited applicants to a Council Meeting and has asked them a few questions, and then they have voted on the spot.
- Motorsports Park Project Update.
 - Administrator Bromeland stated that Bolton & Menk are working on the environmental review for the developer. They submitted a time line at the last Council meeting and they are looking at submitting a draft EAW to the city mid-September. The city will have a chance to review it, along with a 3rd party to review as well. For the annexation, it has been approved by the city and now we are waiting on the township to approve, then it will go to the state level.
- 2019 Building Permit Activity (July)
 - Administrator Bromeland stated the July building permit activity is for informational purposes only, no formal action is required.
- Variance Request for 601 Colodoro Lane.
 - Administrator Bromeland stated the property owners at 601 Colodoro Lane are looking to put up a deck. They would be encroaching into the required setback of 25 feet.
 - Commissioner McCarty stated that the original plat should show where the wetland starts at, that abuts up to the property.
 - Chairman Talle stated that the Planning Commission can agree to schedule a Public Hearing for the following meeting.
- Next Regular **Planning Commission** Meeting – September 16, 2019 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Norton moved to adjourn and Commissioner Rose seconded. Motion carried with Chairman Talle and Commissioners Hughes, Beckel and McCarty voting in favor.
- Meeting adjourned at 6:38 p.m.
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Brittany Grassman, Administrative Clerk

Trent Talle, Chairman

CITY OF EAGLE LAKE
SEPTEMBER 16, 2019
PLANNING COMMISSION MEETING

Call to Order

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

Approval of Agenda

- Commissioner Rose moved to approve the agenda as written and Commissioner Norton seconded. Motion carried with Chairman Talle and Commissioners Beckel and McCarty voting in favor.

Approval of Minutes

- Commissioner Norton moved, seconded by Commissioner Rose, to review and approve the Planning Commission meeting minutes from August 19, 2019. Motion carried with Chairman Talle and Commissioners Beckel and McCarty voting in favor.

New Business

- Public Hearing for Variance: 601 Colodoro Lane
- Administrator Bromeland stated that attached to the memo that was provided was an application for a variance from 601 Colodoro Lane. According to the application, the applicants are seeking a 10' variance for a deck as their property abuts a wetland. Administrator Bromeland shared that she contacted Blue Earth County Environmental Services who serves as the City's LGU to ask if they would allow an encroachment into this area. Administrator Bromeland shared that according to the City's LGU, the County does not have a written wetland ordinance, so they regulate Minnesota Rules (Wetland Conservation Act). According to the City's LGU, there is not a required setback in those rules. Eagle Lake City Code has a provision requiring a 25-foot setback from the property line if the property abuts a wetland. No verbal or written complaints were received in advance of the meeting. A notice was published in the Mankato Free Press and notice mailed to properties within 350' of the property seeking a variance.
- Chairman Talle stated that the Public Hearing was open at 6:03 pm and was closed at same time with no public comments being made. Discussion was help by the Planning Commission to ensure that the variance met the practical difficulties test.
- Motion made by Commissioner Rose to approve the variance request by the landowner at 601 Colodoro Lane, seconded by Commissioner Norton. Motion carried with Chairman Talle and Commissioners Beckel and McCarty voting in favor.
- Planning Commission Vacancy Interviews
- The Planning Commission interviewed three applicants for the Planning Commission vacancy. They included: Katherine Scheurer, Andrew Miller, and Tom Barna. The Planning Commission commented that they were pleased with the quality of all three candidates and that it would be a difficult decision. Discussion by Planning Commission after interviews was held, Commissioner McCarty proposed the idea of an alternate Planning Commission member to ensure a quorum. Administrator Bromeland stated code would need to be amended with Councils approval of an alternate.
- Motion made by Commissioner McCarty for recommendation of Katherine Scheurer as Planning Commission member and a contingent motion for Andrew Miller as alternate Planning Commission member, seconded by Commissioner Rose. Motion carried with Chairman Talle and Commissioners Beckel and Norton voting in favor.
- Follow-Up to Discussion at August Meeting Regarding 205 Parkway Avenue and Parcel R12.10.18.126.019
- Administrator Bromeland stated Brett Anderson contact City staff regarding his property at 205 Parkway Avenue, he will no longer be seeking a Variance and will be doing his remodeling project within the existing footprint. LeRoy and Kathy Schiffman contacted City staff and stated they will no longer be applying for a Variance, as previously planned.
- Assignment Before October's Meeting: Review Chapter 6 Zoning Code for Updates

- Administrator Bromeland referred back to August's meeting regarding a review of Chapter 6 and making a list of proposed amendments to do all at the same time. Copies of Chapter 6 Zoning Code were provided to the Planning Commission at the meeting.
- 2019 Building Permit Activity (August)
- Administrator Bromeland stated the August building permit activity is for informational purposes only, no formal action is required.
- Next Regular **Planning Commission** Meeting – October 21, 2019 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Rose moved to adjourn and Commissioner Norton seconded. Motion carried with Chairman Talle and Commissioners Beckel and McCarty voting in favor.
- Meeting adjourned at 6:59 p.m.

Brittany Grassman, Administrative Clerk

Trent Talle, Chairman

**CITY OF EAGLE LAKE
NOVEMBER 18, 2019
PLANNING COMMISSION MEETING**

Call to Order

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

Approval of Agenda

- Commissioner Rose moved to approve the agenda as written and Commissioner Scheurer seconded. Motion carried with Chairman Talle and Commissioners Beckel and McCarty voting in favor.

Approval of Minutes

- Commissioner Rose moved, seconded by Commissioner Scheurer, to review and approve the Planning Commission meeting minutes from September 16, 2019. Motion carried with Chairman Talle and Commissioners Beckel and McCarty voting in favor.

New Business

- Welcome to Katherine Scheurer and Andrew Miller
- Administrator Bromeland welcomed Katherine Scheurer and Andrew Miller to the Planning Commission. The Planning Commission looks forward to working with them.
- Application for Variance: 520 S. Agency Street
- Administrator Bromeland stated that Mr. Horkey submitted a building permit for a new garage. After reviewing city code, a Variance was needed as current zoning code prohibits accessory structures in the front yard. Administrator Bromeland added while the accessory building does not fit into current zoning code it does fit the character of the home.
- Chairman Talle stated that the Planning Commission agrees to schedule a Public Hearing for the following meeting on Monday, December 16.
- Discuss Possible Chapter 6 Zoning Code Updates
- Administrator Bromeland and Planning Commission discussed items to be updated in the Chapter 6 Zoning Code:
 - Language reflecting current legal definition of a Variance. Practical difficulties test and the three components to qualify.
 - R-3 Limited Multiple Family Residential District rear setback.
 - Better definition of corrugated metal. Focusing on material type and proposed language.
 - Adding language on utility easements and what can and cannot be placed within an easement.
 - Temporary structures and sheds.
- Planning Commission will discuss changes to the Chapter 6 Zoning Code at the December 16 meeting. Once a list of all changes requesting have been made, a Public Hearing will be scheduled for the following meeting.
- 2019 Building Permit Activity (September-October)
- Administrator Bromeland stated the September and October building permit activity is for informational purposes only, no formal action is required.
- Next Regular **Planning Commission** Meeting – December 16, 2019 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Rose moved to adjourn, and Commissioner Hughes seconded. Motion carried with Chairman Talle and Commissioners Beckel, Scheurer and Miller voting in favor.
- Meeting adjourned at 6:24 p.m.

Brittany Grassman, Administrative Clerk

Trent Talle, Chairman

UNOFFICIAL MINUTES

**CITY OF EAGLE LAKE
DECEMBER 16, 2019
PLANNING COMMISSION MEETING**

Call to Order

- Meeting was called to order at 6:00 p.m. by Chairman Talle.
Present: Chairman Talle, Commissioners Beckel, Hughes, McCarty, Scheurer, and Miller.
Absent: Commissioners Norton and Rose.
Staff Present: City Administrator Bromeland.

Approval of Agenda

- Commissioner Beckel moved to approve the agenda with the addition of 101 Maywood Avenue being added for discussion and Commissioner Hughes seconded. Motion carried with Chairman Talle and Commissioners McCarty, Scheurer, and Miller voting in favor.

Approval of Minutes

- Commissioner Beckel moved, seconded by Commissioner Hughes, to review and approve the Planning Commission meeting minutes from November 18, 2019. Motion carried with Chairman Talle and Commissioners McCarty, Scheurer, and Miller voting in favor.

New Business

- Public Hearing for Variance: 520 S. Agency Street
- Administrator Bromeland referenced a copy of the variance application attached to the agenda for 520 S. Agency Street and explained that the applicants were seeking a variance from Section 6.120, subdivision 6, to construct a detached accessory structure in the front yard of their property. The proposed new and larger structure would replace an existing, smaller detached accessory structure located in the front yard. Administrator Bromeland reminded the Planning Commission that when considering a variance application, a city exercises quasi-judicial authority, meaning that the city's role is limited to applying the legal standard of practical difficulties to the facts presented by the applicant. It was further explained that practical difficulties is a three-factor test including reasonableness, uniqueness, and essential character. Administrator Bromeland stated that notice was sent to all property owners located within 350 feet of the subject property and that notice was also published in the City's legal newspaper, the Mankato Free Press. It was noted that no written comments either in support or opposition to the variance request were received.
- Chairman Talle opened the Public Hearing at 6:03 pm. Perry Madden, 103 Connie Lane, spoke in support of the variance application. Hearing no other comments from the public, Chairman Talle closed the public hearing at 6:05 p.m.
- Discussion ensued. Commissioner Hughes moved, seconded by Commissioner McCarty, to approve the variance after applying the practical difficulties test and determining (1) that the property is proposed to be used in a reasonable manner; (2) that the landowner's need for a variance is due to circumstances unique to the property and not caused by the landowner; and (3) that granting the variance won't alter the essential character of the locality. Motion carried with Chairman Talle and Commissioners Beckel, Scheurer, and Miller voting in favor.
- Updated Zoning Map Reflecting Annexation of Parcels Needed for Proposed Motorsports Park
- Administrator Bromeland shared that the zoning map was recently updated to reflect the newly annexed parcels that have been identified as needed for the proposed motorsports park.
- 101 Maywood Avenue
- Administrator Bromeland shared that Ken Reichel was in attendance at the meeting and that he had recently submitted an offer on the property listed for sale at 101 Maywood Avenue. It was further explained that Mr. Reichel contacted the City to ask about zoning code requirements to construct a garage in a side yard and was made aware that code does not allow detached garage structures in the front or side yards. Discussion took place regarding the possibility of applying for a variance. Discussion also took place regarding constructing a garage that would be attached to the principal structure. Maximum ground coverage was reviewed, and discussion took place about whether hard surfaced parking areas are included in that calculation. No action was taken. Mr. Reichel thanked the Planning Commission for their time and stated

that he wanted to discuss code requirements in advance of submitting a building permit application to be aware of all options.

- 2019 Building Permit Activity (November)
- Administrator Bromeland stated the November building permit activity was included for informational purposes and that no action was necessary.
- Next Regular **Planning Commission** Meeting – January 27, 2020 at 6:00 pm in City Hall Council Chambers, 705 Parkway Avenue.

Adjournment

- Commissioner Beckel moved to adjourn, and Commissioner Hughes seconded. Motion carried with Chairman Talle and Commissioners McCarty, Scheurer and Miller voting in favor.
- Meeting adjourned at 6:35 p.m.

Jennifer J. Bromeland, City Administrator

Trent Talle, Chairman