

**CITY OF EAGLE LAKE  
PLANNING COMMISSION MEETING  
April 17, 2023**

**Call to Order**

- The meeting was called to order at 6:00 p.m. by Chair Talle.

Present: Commissioners Talle, Beckel, Hughes, McCarty, Bunkowske, and Garvey.

Absent: Commissioner Paulson.

Staff Present: City Administrator Bromeland.

Others Present: Kurt Matson, Brian Sarff, Nate Myhra.

**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 McCarty moved, seconded by Commissioner Beckel, to approve the Planning Commission meeting minutes from March 20, 2023. A roll call vote was taken with all in favor. Motion carried.

**New Business**

1. Public Hearing for Final Plat: Parcel ID# R121018201019

- Administrator Bromeland stated that a public hearing for a final plat has been scheduled for this evening for parcel ID R121018201019. It was explained that the applicant is seeking to develop the property into a townhome housing development consisting of 20 townhome units. Administrator Bromeland shared that a meeting was previously held with the developer, the developer's engineer, the City's engineer, and the Public Works Director to review the proposed subdivision for compliance with design standards as set forth in Chapter 5 and Chapter 18. It was noted that the proposed subdivision was not large enough for a park and that the developer would be required to pay to the City a sum of money equal to the required percentage as outlined in code.
- Chair Talle opened the public hearing. There were no comments from the public.
- Chair Talle closed the public hearing.
- The developer's representative, Nate Myhra, stated that some minor changes to the final plat were made. There was a review of title and easements not recorded were removed. Private utilities that

run across the property will be relocated. Administrator Bromeland noted that utility easements will be required and included in the developer's agreement prior to any permits being issued.

- Chair Talle expressed concern that needs to be adequate turn around radius for emergency services vehicles. Mr. Myhra confirmed that there is an adequate turn around radius (60 feet) for emergency services vehicles. It was noted that additional hydrants will be installed as needed. All buildings will be sprinkled and slab on grade. The structures will have a garage, main level, and upper level for living space.
- Commissioner Hughes asked about park space and noted a concern with not having a recreational space for kids in that area.
- Developer Kurt Matson expressed that he may be willing to consider allowing the addition of a sidewalk or trail along the back of this property in the future.
- Discussion took place about stormwater management and flooding concerns and the City's requirements for stormwater management.
- Commissioner McCarty moved, seconded by Commissioner Beckel, to recommend to the City Council to approve the final plat for R121018201019. A roll call vote was taken with all in favor. Motion carried.

2. Public Hearing for Conditional Use Permit: Parcel ID# R121018201019

- Administrator Bromeland stated that a public hearing for a conditional use permit application was scheduled for this evening. It was explained that the applicant is seeking to develop the property into a townhome housing development. Administrator Bromeland explained that group housing projects are allowed in an R-3 district subject to the regulations as outlined in the code for conditional uses. It was noted that the applicant indicated that no variances are required. For reference purposes, Administrator Bromeland shared that she attached to the packet a printout from the League of Minnesota Cities related to conditional use permits.
- Chair Talle opened the public hearing. There were no comments from the public.
- Chair Talle closed the public hearing.
- Commissioner Beckel moved, seconded by Commissioner Bunkowske, to approve the conditional use permit for a grouped housing project, with the notation that there needs to be consideration of landscaping materials required of the developer in the developer's agreement. A roll call vote was taken with all in favor. Motion carried.

## Other

1. Monthly Building and Zoning Permit Activity

- Administrator Bromeland reviewed the monthly building and zoning permit activity.

2. Community Development Coordinator Update.

- Administrator Bromeland shared that the new community development coordinator started working on April 7<sup>th</sup>. It was noted that the new CDC would be working part-time between now and June 1<sup>st</sup>, at which time she would convert to a full-time employee, and that she would be at the June Planning Commission meeting.
- The next regularly scheduled Planning Commission meeting is May 15, 2023, at 6:00 p.m. in City Hall Council Chambers, 705 Parkway Avenue.

### **Adjournment**

- Commissioner Beckel moved, seconded by Commissioner Hughes to adjourn. A roll call vote was taken with all voting in favor. Motion carried. Meeting adjourned at 6.27 p.m.

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**Trent Talle, Chair**

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**Jennifer J. Bromeland, City Administrator**