



PLANNING COMMISSION MEETING AGENDA

Monday, February 26, 2024

Council Chambers, 705 Parkway Avenue

6:00 p.m.

CALL TO ORDER:

APPROVAL OF THE AGENDA:

APPROVAL OF MINUTES:

NEW BUSINESS:

1. Public hearing for a Preliminary and Final Plat (The Bauer Jackson Addition)

OTHER

1. Monthly Building and Zoning Permit Activity

ADJOURNMENT

If you have any comments, questions or information that has not yet been presented or discussed regarding an agenda item, please ask to be recognized by the Chairman during the agenda item.

Please state your name and address for the record. All comments are appreciated.

If you have any questions, please feel free to contact City Hall at 507.257.3218 or email at oadomabea@eaglelakemn.com.

CITY OF EAGLE LAKE
PLANNING COMMISSION MEETING MINUTES

NOVEMBER 20, 2023

CALL TO ORDER:

Chairman Talle called the meeting to order at 6:03 p.m.

MEMBERS PRESENT:

- Trent Talle, Tom Paulson, Ray Beckel, Michael McCarty, Paul Bunkowske, Richard Garvey.

MEMBERS ABSENT:

- Jan Hughes

STAFF PRESENT:

- Jennifer Bromeland, City Administrator; and Olivia Adomabea, Community Development Coordinator.

PUBLIC PRESENT:

- None

APPROVAL OF THE AGENDA:

Commissioner Beckel moved, seconded by Commissioner Paulson, 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 agenda. A roll call was taken with all in favor. Motion carried.

NEW BUSINESS:

Chapter 6 Zoning Code Review and Update

- Community Development Coordinator, Olivia Adomabea, gave a brief presentation of the proposed amendments that have been made to chapter six of the City Code. The revised chapters included review of accessory uses, review of code on signs, general review of language, and rearrangement of sections of code. She mentioned that the listed sections of the code were reviewed at the previous planning commission meetings held on June 26, 2023, and August 21, 2023) but a motion was not carried out by commissioners. Coordinator Adomabea requested a motion be carried out for the previous meeting on the code so a recommendation can be made to the City Council.
- Commissioner McCarty asked if the changes on accessory uses needed any endorsement from commissioners. Coordinator Adomabea responded that an endorsement was not needed but she wanted to give a recap of what was discussed in that section and the revisions that have been made.
- Coordinator Adomabea mentioned that some cities have code on signs under the zoning code while others had it as a separate chapter and asked commissioners to recommend where they will want code on signage to be (whether it should be under chapter 6 or should be a chapter on its own). City administrator Bromeland stated that deferring to the city attorney's judgment would be beneficial.
- Commissioner Beckel asked if the changes to the code on signs will create any non-conformity. Coordinator Adomabea stated that she is currently unable to identify any instances of non-conformity. Administrator Bromeland added that it will be grandfathered in at the time if it had tendencies of creating non-conformity.
- Commissioner McCarthy inquired about the requirement of a permit for a temporary sign and sought clarification on the city's definition of a temporary sign. Administrator Bromeland responded in affirmative and explained that a fee is not associated with a temporary sign. A permit is required to make sure it meets all zoning and code requirements.
- Commissioner Beckel asked if there are setbacks for accessory structures for easements and wetlands. Administrator Bromeland responded that the city code has setback requirements for accessory structures in easement and wetland areas.
- Planning chair Talle called for a motion for changes to accessory structures, sign, and language of code.
- A motion was made by Commissioner Beckel and seconded by Commissioner McCarty for changes to signs, with all in favor.
- A motion was made by Commissioner Beckel and seconded by Commissioner Bunkowske for changes to accessory uses and code language with all in favor.

OTHER

1. Update on Land Use Plan by MSU Graduate Students

- Community Development Coordinator Adomabea gave a brief update on the land use plan by MSU Graduate Student of the Urban and Regional Studies Institutes. She mentioned that the survey that was sent out to residents received about 70 responses and have been given to the students for analysis. She added that the students will give a final presentation of the project to the City Council at their upcoming council meeting which is scheduled for December 4th.

2. Monthly Building and Zoning Permit Activity

- The Monthly Building and Zoning Permit Activity was presented by Administrator Bromeland. She explained that the number of permits has increased due to the mass number of reroofing permits received.

ADJOURNMENT:

- Commissioner McCarthy moved, seconded by Commissioner Paulson to adjourn. A roll call vote was taken with all voting in favor. Motion carried. The meeting was adjourned at 6:35 p.m.

Submitted by: Olivia Adomabea, Community Development Coordinator.

Planning Chairman Talle

Community Development Coordinator Adomabea



February 23, 2024

To: Planning Chair Talle and Commission
From: Olivia Adomabea, Community Development Coordinator
Re: 2-26-2024 Planning Commission Meeting

New business:

A request for a subdivision has been submitted, and the applicants would like to set up a public hearing at the upcoming planning commission meeting scheduled for February 26, 2024, for the approval of a preliminary and final plat. The proposed name for the plat is the Bauer Jackson Addition. The applicants' concept plans and survey have been attached as appendix A. Detailed information will be provided at the meeting.

Sincerely,

Olivia Adomabea

Community Development Coordinator.

FINAL PLAT

PLAT OF BAUER JACKSON ADDITION

LOCATED IN THE N.W. 1/4, N.E. 1/4, SEC. 18, T.108 N., R. 25 W. & IN WANGEN SUBDIVISION, CITY OF EAGLE LAKE, BLUE EARTH COUNTY, MINNESOTA

INSTRUMENT OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS that Creekside Townhomes, LLC, a Minnesota Limited Liability Company, owner and proprietor of the following described property situated in City of Eagle Lake, Blue Earth County, Minnesota, to wit:

That part of the Northwest Quarter of the Northeast Quarter of Section 18, Township 108 North, Range 25 West, and Outlot A of Wangen Subdivision, City of Eagle Lake, Blue Earth County, Minnesota, described as follows:

Beginning at the Northwest corner of Lot 1, Block 4 of the First Rearrangement of Lots 1 and 4, Block One, Lohr and Saki Subdivision, according to the recorded plat thereof; thence on an assumed bearing of South 0 degrees 06 minutes 55 seconds East, along the west line of said Lot 1, a distance of 176.07 feet to a bending point on said west line; thence North 70 degrees 39 minutes 18 seconds West, along said west line and the north line of Lohr and Saki Subdivision, according to the recorded plat thereof, and the north line of Aldor Olsen Subdivision, according to the recorded plat thereof, and the north line of Lots 1, 2 and 3 of Wangen Subdivision, according to the recorded plat thereof, a distance of 677 feet, more or less, to the centerline of Eagle Lake Outlet; thence Northerly, along said centerline, a distance of 171 feet, more or less, to the south line of Registered Land Survey No. 138; thence South 70 degrees 39 minutes 18 seconds East, along the south line of said Registered Land Survey No. 138 and the south line of R. Lohr Industrial Drive, a distance of 651 feet, more or less, to the point of beginning, containing 2.50 acres, more or less, subject to easements now of record in said county and state.

Has caused the same to be surveyed and platted as BAUER JACKSON ADDITION in the City of Eagle Lake, Blue Earth County, Minnesota.

In witness whereof said Creekside Townhomes, LLC, a Minnesota Limited Liability Company, has caused these presents to be signed by its property officer this ___ day of ___, 2024.

Justin Bauer, Manager

STATE OF MINNESOTA) COUNTY OF _____)

The foregoing Instrument of Dedication was acknowledged before me this ___ day of ___, 2023, by Justin Bauer, Manager, on behalf of Creekside Townhomes, LLC, a Minnesota Limited Liability Company.

Notary Public, _____ County, Minn. My Commission Expires _____

SURVEYOR'S CERTIFICATE

I, Ben Madsen, do hereby certify that this plat was prepared by me or under my direct supervision that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat, and all public ways are shown and labeled on this plat.

Dated this ___ day of ___, 2024

Ben Madsen, Land Surveyor Minnesota License No. 50875

STATE OF MINNESOTA) COUNTY OF MARTIN)

The foregoing Surveyor's Certificate was acknowledged before me this ___ day of ___, 2024, by Ben Madsen, Land Surveyor.

Notary Public, Martin County, Minnesota My Commission Expires _____

APPROVALS

Be it known that on this the ___ day of ___, 2024, the Planning Commission of the City of Eagle Lake, Minnesota did duly review this plat of BAUER JACKSON ADDITION.

Chairperson _____ Secretary _____

Be it known that on this the ___ day of ___, 2024, the City Council of the City of Eagle Lake, Minnesota did duly approve this plat of BAUER JACKSON ADDITION.

Mayor _____ Clerk _____

TITLE OPINION

I, _____ Licensed Attorney, State of Minnesota, do hereby certify that the owner as indicated hereon represents all ownership in the land encompassed by this plat.

_____, Licensed Attorney

TAXPAYER SERVICES DEPARTMENT

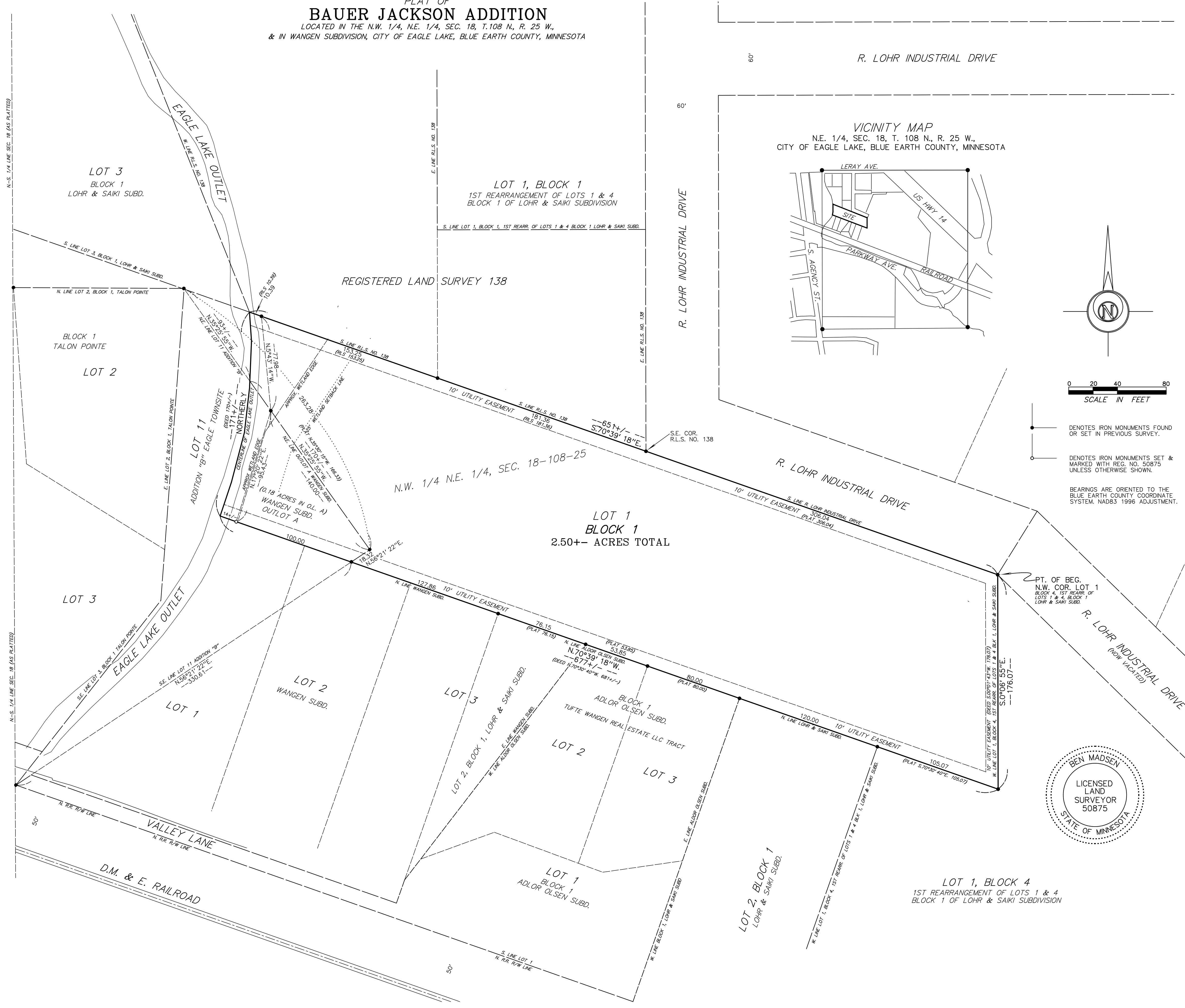
I hereby certify that there are no delinquent taxes and/or delinquent special assessments, that the current taxes have been paid and that the transfer has been entered on the land described herein on the ___ day of ___, 2024.

Taxpayer Services Director _____

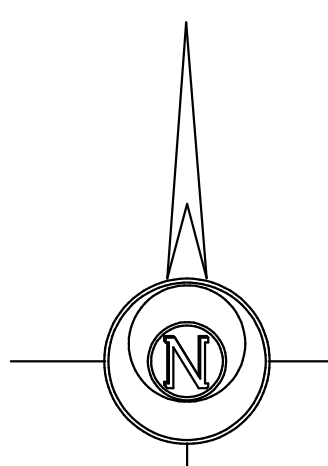
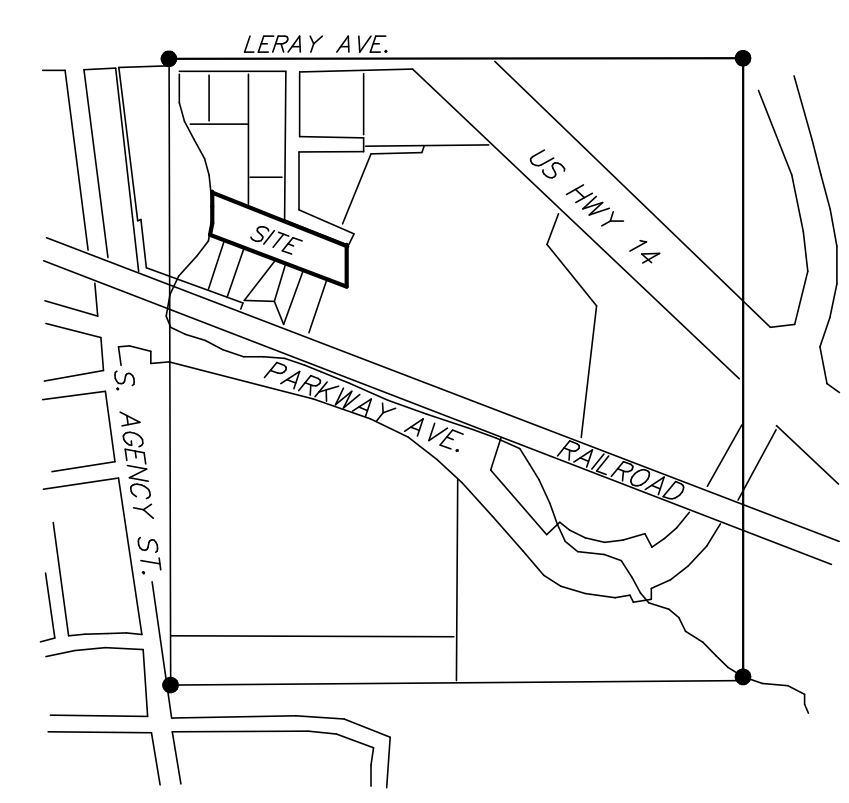
COUNTY RECORDER

I hereby certify that this instrument was filed in my office for record on this, ___ day of ___, 2024, at ___ o'clock, ___ m., and that it was recorded on _____ Plats, Number _____

County Recorder _____



VICINITY MAP N.E. 1/4, SEC. 18, T. 108 N., R. 25 W., CITY OF EAGLE LAKE, BLUE EARTH COUNTY, MINNESOTA

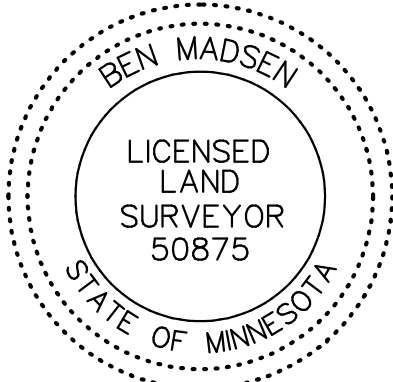


0 20 40 80 SCALE IN FEET

● DENOTES IRON MONUMENTS FOUND OR SET IN PREVIOUS SURVEY.

○ DENOTES IRON MONUMENTS SET & MARKED WITH REG. NO. 50875 UNLESS OTHERWISE SHOWN.

BEARINGS ARE ORIENTED TO THE BLUE EARTH COUNTY COORDINATE SYSTEM, NAD83 1996 ADJUSTMENT.



LOT 1, BLOCK 4 1ST REARRANGEMENT OF LOTS 1 & 4 BLOCK 1 OF LOHR & SAKI SUBDIVISION