

**PLANNING COMMISSION MEETING AGENDA**

Monday, June 26, 2023

Council Chambers, 705 Parkway Avenue

6:00 p.m.

**CALL TO ORDER**

**APPROVAL OF THE AGENDA**

**APPROVAL OF MINUTES**

**NEW BUSINESS**

1. Welcome New Community Development Coordinator: Olivia Adomabea.
2. Variance Application Received for 403 Perry Street.
3. Chapter 6 Zoning Code Review and Update.

**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](mailto:oadomabea@eaglelakemn.com).

**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**



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

June 26, 2023

To: Planning Chair Trent Talle and Commission  
From: Olivia Adomabea, Community Development Coordinator  
Re: 6-26-23 Planning Commission Meeting

A variance application has been submitted for the construction of a shed on the property at 403 Perry Street. A background and staff's finding of facts for the variance has been attached below. The finding of facts is based on a staff review of the Code and only suggest recommendations. The consideration of approval or denial of the application for a public hearing is dependent on the planning commission's decision.

Also, attached is a review of Chapter 6 of the City's Code. Staff is recommending that Section 6.010 -Section 6.150 be reviewed by Commissioners during the meeting for comments, recommendations, and discussion.

Sincerely,

Olivia Adomabea  
Community Development Coordinator.

2023 Building Permits Issued

To Dan	Back from Dan	Month Issued	Permit #	Contractor	HOUSE #	STREET	VALUE	Project Description
5/15/23	05/18/23	May	23-14	Schrom Const.	101-115	Connie Ln. E.	\$ 55,000.00	Foundation/Footings
6/6/23	06/08/23	June	23-15	Schrom Const.	201-215	Connie Ln. E.	\$ 55,000.00	Foundation/Footings
5/15/23	05/18/23	May	23-16	Schrom Const.	100-114	Arctic Fox Path	\$ 55,000.00	Foundation/Footings
6/6/23	06/08/23	June	23-17	Schrom Const.	200-214	Arctic Fox Path	\$ 55,000.00	Foundation/Footings
5/15/23	06/09/23	June	23-18	Schrom Const.	201-215	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
5/15/23	06/09/23	June	23-19	Schrom Const.	101-115	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
5/15/23	06/09/23	June	23-20	Schrom Const.	200-214	Thomas Dr. E.	\$ 1,200,000.00	New 8-plex
5/15/23	06/09/23	June	23-21	Schrom Const.	201-215	Thomas Dr. E.	\$ 1,200,000.00	New 8-plex
4/13/23	04/13/23	Apr	23-22	Wolf River Const.	324	Falcon Run	\$ 350,000.00	New Home
04/21/23	na	Apr	23-23	Restoration Builders	212	Connie Ln	\$ 21,176.28	Reroof
04/24/23	04/24/23	Apr	23-24	C & S Landscaping	101	James Dr	\$ 1,500.00	Concrete steps
04/28/23	05/01/23	May	23-25	Meisner Roofing	70	LeRay Ave	\$ 21,500.00	Reroof-commercial
04/28/23	na	Apr	23-26	Home Sweet Home Remodeling	225	Ann Drive	\$ 19,769.00	Reside
05/01/23	05/02/23	May	23-27	Mike's Home Services, LLC	108	Falcon Ct.	\$ 15,250.00	Deck
05/05/23	na	May	23-28	Heyn Brothers	204	Blace Ave	\$ 13,500.00	Reroof
05/17/23	05/17/23	May	23-29	Self	221	Oak Dr.	\$ 10,000.00	Deck
05/15/23	05/16/23	May	23-30	Self	229	Oak Dr.	\$ 5,500.00	Deck
05/17/23	05/19/23	May	23-31	Self	200	Blace Ave	\$ 6,386.00	Deck
05/19/23	05/19/23	May	23-32	Lacina Siding	201	Eagle Ave	\$ 23,577.00	Residing-Commercial
05/19/23	05/26/23	May	23-33	self	105	S. Second St.	\$ 1,800.00	Stairs/deck
05/24/23	05/30/23	May	23-34	Self	330	Falcon Run	\$ 9,900.00	Deck
05/26/23	05/30/23	May	23-35	Wolf River Const.	712	Maple Ln	\$ 520,000.00	New Home
05/26/23	na	May	23-36	Self	100	Linda Dr.	\$ 18,000.00	Reside
05/26/23	05/30/23	May	23-37	Schrom Const.	101-115	Connie Ln	\$ 55,000.00	Plumbing
05/26/23	05/30/23	May	23-38	Schrom Const.	100-114	Arctic Fox Path	\$ 55,000.00	Plumbing
05/30/23	na	May	23-39	Prange Heating & AC	409	Thomas Dr. E.	\$ 8,000.00	Furnace/AC
06/06/23	06/08/23	June	23-40	Schrom Const.	201-215	Connie Ln E	\$ 55,000.00	Plumbing
06/06/23	06/08/23	June	23-41	Schrom Const.	200-214	Arctic Fox Path	\$ 55,000.00	Plumbing
06/08/23	na	June	23-42	Schmidt Siding & Windows	528	Linda Dr.	\$ 33,907.00	Windows/reside
05/15/23	06/09/23	June	23-43	Schrom Const.	101-115	Connie Ln E.	\$ 1,200,000.00	New 8-plex
05/15/23	06/09/23	June	23-44	Schrom Const.	201-215	Connie Ln E	\$ 1,200,000.00	New 8-plex
05/15/23	06/09/23	June	23-45	Schrom Const.	100-114	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
05/15/23	06/09/23	June	23-46	Schrom Const.	200-214	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
06/14/23	na	June	23-47	Heyn Brothers	204	Blace Ave	\$ 13,500.00	Reroof
06/15/23	na	June	23-48	Bauer Roofing	515	Thomas Dr.	\$ 17,716.00	Reroof
06/16/23	06/21/23	June	23-49	Adam Fromm	105	Peregrine Ave.	\$ 22,000.00	Deck
			23-50					
06/22/23	na	June	23-51	Self	717	Linda Dr.	\$ 4,000.00	Windows (5)

Zoning #	Issued	Contractor	Address	Value	Type
23-5	4/21/2023	Self	120 N 2nd. St	\$ 2,000.00	Sidewalk/patio
23-6	4/20/2023	Self	233 Oak Dr.	\$ 1,000.00	Shed
23-7	4/24/2023	Self	105 Lakeview Dr	\$ 2,440.00	Shed
23-8		Clay & Hands Concrete	501 Linda Dr	\$ 10,375.00	Replacing driveway
23-9	5/9/2023	Brad Wilson Deck & Fence	104 Falcon Ct.	\$ 16,504.00	Fence
23-10		Self	117 Peggy Ln	\$ 4,000.00	Above ground pool
23-11	5/18/2023	Self	328 Falcon Run	\$ 2,400.00	Fence
23-12		Self	328 Blace Ave	\$ 2,500.00	Fence
23-13	6/7/2023	Preferred Masonry	102 Hawk Ave.	\$ 6,000.00	Patio
23-14	6/7/2023	Mankato Landshapes	525 Linda Dr		Fence
23-15			100 Parkway Ave	\$ 24,350.00	Parking lot,fence & sign
23-16	6/15/2023	Self	168 Creekside Ct.	\$ 3,000.00	Shed
23-17		Jason Buendorf Const.	200 Lakeview Dr.	\$ 5,000.00	Concrete patio