

Planning Commission Agenda
Tuesday, April 14th, 2020 ~ 5:30 p.m.
City Hall

1. Call to Order
2. Adopt/Amend agenda
3. Approve Minutes – 03.10.2020 Regular Meeting
4. Public Hearing
 - A. Minor subdivision DairiConcepts, LP
 - B. Minor subdivision Michael and Barbara Kennedy
 - C. DairiConcepts, LP Conditional Use Permit
5. Old Business
 - A. Solar projects
6. New Business
 - A. Minor Subdivision DairiConcepts, LP
 - B. Minor Subdivision Michael and Barbara Kennedy
 - C. DairiConcepts, LP Conditional Use Permit
 - D. DairiConcepts, LP Lot Combinations
7. Other
 - A. Report:
8. Adjourn

Please call 732-7318 if you are unable to attend.

City of Zumbrota
Planning Commission Regular Meeting Minutes
Tuesday, April 14th, 2020 - 5:30 P.M. City Hall

Present: Chair Matt Rockne, Commissioner Bev Weness, Commissioner Brian Grudem, Commissioner Bev Holzheu, Commissioner Matt Brenden, Commissioner Tom Steger and Council Member Todd Hammel Commissioner Bev Holzheu, Commissioner Matt Brenden, Bill Taylor (DFA), Nathan McHerd (DFA), Jennifer Brentano (DFA), Paul Tschann and Monica Capra. Staff: Ryan Soukup, Kim Simonson, Mike Olson.

Chair Matt Rockne called the meeting to order at 5:30 p.m.

1. **Agenda: Motion Hammel, second Brenden to adopt the amended agenda.** Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).

2. **Minutes: Motion Steger, second Hammel to approve the Planning and Zoning Commission minutes of March 10, 2020.)** Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).

3. Public Hearing

A. Public Hearing A. Minor subdivision DairiConcepts, LP: Rockne opened the public hearing at 5:34 pm. Soukup stated there had been no dissenting comments made about the proposed DFA expansion but he had received some shows of support for the project. Hammel said he had heard concerns about odor from both the cheese drying process and the waste odor. Bill Taylor of DFA explained some of the processes they will be installing the wastewater pretreatment facility and the cheese drying tower. The hearing closed at 5:46 p.m.

B. Public Hearing B. Minor subdivision Michael and Barbara Kennedy: Rockne opened the public hearing at 5:47 pm. This hearing was to allow the public to comment on combining lots to facilitate the construction of the pretreatment facility. There was no comment. The hearing closed at 5:48 p.m.

C. DairiConcepts, LP Conditional Use Permit: Rockne opened the public hearing at 5:49 p.m. Due to the height of the new drying tower DairiConcepts will need a conditional use permit. Even with the taller height of the tower DairiConcepts will be able to meet the increased setbacks. There was no comment and the hearing was closed at 5:52 p.m.

4. Old Business:

A. Paul Tschann ADU: Paul Tschann and Monica Capra had questions about how to proceed going forward with an accessory dwelling unit to house a senior member of their family. They were requesting guidance because they would like to add an ADU to the back of their garage. The Commission said they would look into it and review the case but didn't want to make a blanket acceptance and

have little second rental units popping up all over town. The Tschann's home is historic and additions could be detraction from the residence.

5. New Business:

A. Minor subdivision DairiConcepts, LP

Motion Hammel, second Steger to approve the minor subdivision for DairiConcepts LP. Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).

B. Minor Public Hearing B. Minor subdivision Michael and Barbara Kennedy:

Motion Steger, second Grudem to approve the minor subdivision for Michael and Barbara Kennedy. Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).

C. DairiConcepts, LP Conditional Use Permit:

Motion Grudem, second Brenden to approve DairiConcepts, LP conditional use permit. Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).

D. DairiConcepts, LP Lot Combinations:

Motion Brenden, second Hammel to set approve DairiConcepts, LP Lot Combinations. Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).

E. Variance Request 610 Lincoln Avenue

Soukup informed the Council about and issue surrounding 610 Lincoln Avenue owned by Arlis Borgstrom. The resident had hired Leon Holst to construct a shed on her property. The new shed would be in the exact spot of an existing shed which is within the setback. Holst never pulled a permit for the shed and upon inspection there were multiple violations of building code. Upon speaking with the City the resident was informed the first step would be to request a variance to have the shed within the setback. **Motion Weness, second Grudem to set a public hearing for the variance request on May 12, 2020 at 5:35 p.m.**

Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).

Also the property owner's daughter is requesting the variance application fee of \$250 be waived. Grudem suggested perhaps the property owner be able to recoup the cost from the state as contractors do contribute to a fund to help homeowners who have an adverse experience with a contractor. However the commission was not in favor of waiving the fee as a variance would have had to be applied for if the proper building protocol was followed. This information will be passed on to Mayor Drenckhahn who had requested an opinion. Brenden also requested more information be made available on this issue at the next meeting.

6. Other

7. Adjourn

Meeting ended at 6:34 pm.