

**Planning Commission Agenda**  
**Tuesday, May 12<sup>th</sup>, 2020 ~ 5:30 p.m.**  
**City Hall**

**\*This meeting will be conducted remotely**

1. Call to Order
2. Adopt/Amend agenda
3. Approve Minutes – 04.14.2020 Regular Meeting
4. Public Hearing
  - A. Variance request: 610 Lincoln
  - B.
5. Old Business
  - A.
6. New Business
  - A. Variance request: 610 Lincoln Ave
  - B. Variance request: 118 E. 4<sup>th</sup> Street – set public hearing
  - C. Variance request: 300 Jefferson Ave – set public hearing
  - D. Fence on City-owned property
  - E.
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, May 12, 2020 - 5:30 P.M. City Hall**

*This meeting was held remotely. Chair Matt Rockne was present at 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, Cara Ristau, Arlis Borgstrom, Connie Dane and Stacy Johnson  
Staff: Ryan Soukup, Kim Simonson, Mike Olson.

1. **Chair Matt Rockne called the meeting to order at 5:32 p.m.**
2. **Agenda: Motion Weness, second Holzheu to adopt the agenda.** Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).
3. **Minutes: Motion Grudem, second Brenden to approve the Planning and Zoning Commission minutes of April 14, 2020 with amendments to the date and with the addition of members Holzheu and Brenden.** Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).
4. **Public Hearing**
  - A. **Variance Request: 610 Lincoln** Arlis Borgstrom had contracted with Leon Holst Construction to build a shed on the exact spot of the existing shed. The property owner and the contractor did not obtain a building permit. The Building Official discovered the shed and the project was ordered ceased. Borgstrom has requested a variance to allow her to complete the project. Two neighbors had contacted the City to express support of the project. Connie Dane, neighbor to the south, expressed concern about how close the shed was to her property. The close proximity has been an issue in the past. Holzheu asked if allowing the variance would allow the deficiencies to be corrected. The findings were the unique layout of the lot (limited space) and the fit of the shed on the lot. The hearing closed at 5:51 p.m. **Motion Weness, second Holzheu to approve the variance request for 610 Lincoln.** Approved (Rockne, Weness, Grudem, Holzheu, Brenden, Steger and Hammel voting aye).
  - B. **Variance Request: 118 E. 4<sup>th</sup> Street – set public hearing:** Stacy Johnson of 118 E 4<sup>th</sup> Street is requesting a variance to install a 10x20 shed on her property. Weness stated there were too many accessory buildings on the property at present. Johnson said one structure was an open gazebo, one was a garage and the two other structures would be removed. **Motion Hammel, second Steger to set a public hearing for a variance request for 118 E 4<sup>th</sup> Street for June 9<sup>th</sup> at 5:35 p.m.** Approved (Rockne, Weness, Grudem, Holzheu, Steger and Hammel voting aye. Brenden abstaining).
  - C. **Variance Request: 300 Jefferson – set public hearing:** Paul Tschann and Monica Capra are requesting a variance to allow them to build an accessory dwelling

structure onto the back of their garage. Grudem noted there also seems to be a lot line issues for the proposed car port and wants to building inspector to note this. **Motion Weness, second Grudem to set a public hearing for a variance request for 300 Jefferson for June 9<sup>th</sup> at 5:40 p.m.** Approved (Rockne, Weness, Grudem, Holzheu, Steger and Hammel voting aye. Brenden abstaining).

**D. Fence on City Owned Property:** This was strictly an information item. If a fence is to be installed on Mr. Whitted's property adjacent to the new community garden a conditional use permit will be required.

**5. Old Business:**

**6. New Business:**

**7. Other**

**8. Adjourn**

**Meeting ended at 6:26 pm.**