

City of Zumbrota
Planning Commission Regular Meeting Minutes
Tuesday, June 14, 2022, 5:30 pm
City Hall

Present: Chair Matt Rockne (remote), Commissioner Bev Weness, Commissioner Bev Holzheu, Mayor Todd Hammel, Commissioner Joan Bucher, and Community Development Director Dylan Armstead, Sara Durhman and Assistant Finance Director Kim Simonson. Not present: Commissioner Jennifer Prins and Commissioner Tom Steger

1. Hammel called the meeting to order at 5:30 pm.
2. **Agenda:** Motion Weness, second Holzheu to adopt the agenda. Approved (5-0-0).
3. **Minutes:** Motion Bucher, second Holzheu to approve the Planning and Zoning Commission minutes from May 10, 2022. Approved (4-0-1 Hammel Abstaining).
4. **New Business**
 - a. **Variance Application – 580 4th Street West** – The public hearing was called to order at 5:35 pm. Property owner Sara Durhman applied for a variance to allow a fence in her front yard for her child with special needs. The variance requests they be allowed to encroach into the thirty’ front yard setback for fencing. The application and all appropriate supplemental materials have all been submitted. The fence will be a six-foot see-through fence. The fence is a safety measure for the child who lives at the residence. No abutting property owners were in attendance and no concerns had been received by staff. The public hearing was closed at 5:38 pm.
5. **Old Business**
 - a. **Variance Application – 580 4th Street West** – Motion Weness, second Rockne to recommend approval of the variance request for 580 4th Street to install a six-foot see-through fence with encroachment into the front yard due to the following findings of fact:
 - There are practical difficulties complying with official control.
 - The plight of the landowner is due to circumstances unique to the property and not created by the landowner
 - The variance, if granted, will not alter the essential character of the locality.
 - The variance requested is the minimum variance which would alleviate the practical difficulty.
 - The variance would not be materially detrimental to the purposes of this ordinance or the property in the same zone. Approved (5-0-0).
6. **New Business**
 - a. **Change of August and November Monthly Meeting Dates** – Motion Bucher, second Holzheu to move the August and November Planning and Zoning meeting dates to August 10 and November 9. Approved (5-0-0).
7. **Other**
 - a. **Report – Community Development Update** – Armstead has accepted a different position within CEDA and will be leaving Zumbrota but will be assisting part time during the transition. He was thanked for his service.
8. **Adjourn**

The meeting adjourned at 5:46 p.m.