

Planning Commission Agenda
Tuesday, September 10th, 2019 ~ 5:30 p.m.
City Hall

1. Call to Order
2. Adopt/Amend agenda
3. Approve Minutes – 08.13.2019 Regular Meeting
4. Public Hearing
 - A. Minor Subdivision – Allan Schumacher
 - B. Modification to CUP, Trelstad 2nd Addition
 - C. Zoning Code changes:
 - (1). Accessory Structures
 - (2). Additional Dwelling Units
5. Old Business
 - A.
6. New Business
 - A.
7. Other
 - A. Report: NA
8. Adjourn

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

City of Zumbrota
Planning Commission Regular Meeting Minutes
Tuesday, September 10th, 2019 - 5:30 P.M. City Hall

Present: Chairman Matt Rockne, Commissioner Bev Weness, Commissioner Matt Brenden, and Commissioner Bev Holzheu, Commissioner Brian Grudem and Council Member Todd Hammel. Staff: Ryan Soukup and Kim Simonson. Also present: Judy Lang, Sonia Stehr, Mary Goplen and Carol Zielsdorf.

1. **Chairman Rockne called the meeting to order at 5:30 p.m.**
2. **Agenda: Motion Brenden, second Hammel to adopt the agenda. Approved 6-0-0.**
3. **Minutes: Motion Grudem, second Weness to approve the Planning and Zoning Commission minutes of August 13th, 2019. Approved 5-0-1 (Hammel abstaining).**
4. **Public Hearing**
 - a. **Minor Subdivision – Allan Schumacher: 72.700.01700**

Mr. Schumacher owns a lot on St. Paul Road which he would like to make into two lots and also to adjust the eastern boundary. The lots will be for single family homes. **Motion Weness, second Brenden** to recommend approval from the City Council for the minor subdivision of parcel 72.700.0170, located on St. Paul road to split the lot into two parcels. **Approved 6-0-0.**
 - b. **Modifications to CUP, Trelstad 2nd Addition**

Judy Lang, Trelstad Addition, has requested combining lots 9 &10 and 11 &12, of the Trelstad 2nd Addition, into lots for single family homes. She would also like to amend the zoning requirements for lots 7&8, 9&10, and 11&12 of Trelstad 2nd addition to be changed from town-homes to single family homes. The findings of facts are as follows:

 1. *The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminishes and impairs property values within the immediate vicinity.*
 2. *The establishment of the conditional use will not impede normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.*
 3. *Adequate utilities, access roads, drainage, and other necessary facilities have been, are being, or will be provided.*
 4. *Adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.*

5. Adequate measures have been or will be taken to provide or control offensive odor, fumes, dust, noise, and vibration so that none of these will constitute a nuisance and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

6. The developer has submitted a time schedule for completion of the project.

7. The use, in the opinion of the City Council, is reasonably related to the overall needs of the City and to the existing land use.

8. The use is consistent with the purposes of the zoning code and the purposes of the zoning district in which the applicant intends to locate the proposed use.

9. The use is not in conflict with the Comprehensive Plan of the City.

10. The use will not cause traffic hazard or congestion.

11. Existing businesses nearby will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.

12. Proof of ownership will be provided to the Zoning Administrator.

Motion Weness, second Holzheu to recommend approval from the City Council for approval of the modifications to CUP, Trelstad 2nd Addition combining lots 9 & 10 and 11 & 12, of the Trelstad 2nd Addition, into lots for single family homes. Also to amend the zoning requirements for lots 7&8, 9&10, and 11&12 of Trelstad 2nd addition to be changed from town-homes to single family homes per the findings of facts. **Approved 6-0-0.**

c. Zoning Code Changes

(1). Accessory Structures

Motion Gudem, second Brenden to approve changes drafted by the Planning and Zoning Commission to the code on accessory structures to include updating the language to reflect an accessory building with square footage of up to 200 square feet would not need to obtain a building permit. And accessory structures would only be allowed in yard setbacks pending approval of a variance.

Approved 6-0-0 with change to language in paragraph 3.f. stating “200 square feet or less” from “less than 200 square feet”

(2). Additional Dwelling Units

Before the discussion about the additional dwelling units the Commission discussed handicapped ramps and how they would fit into this type of structure. Soukup brought out the ordinance which says that a ramp or step cannot encroach

more than five feet from the property and could not extend higher than the first floor. **Motion Weness, second Grudem** to approve the recommended changes to allow Additional Dwelling Units under certain conditions, such as being part of an attached addition, would only house family, have restrictive covenants that would follow the property, and other set requirements. These drafted changes are attached. **Approved 6-0-0.**

Meeting ended at 6:01 pm.