

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

Present: Chair Matt Rockne, Commissioner Bev Weness, Mayor Todd Hammel, Commissioner Tom Steger, and Community Development Director Kurt Meister, Assistant Finance Director Kim Simonson, John Schumann, Jeff Hendrix, Terry Zawacki, Geri Zawacki, Dave Tropple, Connie Tropple, Jeff Varner, Don Hinz, Vicki Hinz, Connie Boyd, Dwayne Witter, Dorothy Witter, Luke Hatleli, and Michele Hatleli. Not present: Commissioner Jennifer Prins, Commissioner Joan Bucher, and Commissioner Bev Holzheu.

1. Rockne called the meeting to order at 5:30 pm.
2. **Agenda:** Motion Steger, second Hammel to adopt the agenda with the addition of “Minutes”. Approved (4-0-0).
3. **Minutes:** Motion Steger, second Weness to approve the Planning and Zoning Commission minutes from August 11, 2022. Approved 4-0-0.
4. **Public Hearings**
  - a. **Public Hearing – 368 N Main Street** – The public hearing was called to order at 5:35 pm. Property owner Kevin Nelson is requesting he be allowed a minor subdivision to sell a portion of his lot to his neighbor to the north (Jeff Hendrix). The addition to Hendrix’s property would allow easier access to the backyard of the property. The public hearing closed at 5:37 pm. **MOTION** Steger, second Hammel to recommend approval of the minor subdivision of 368 N Main Street. Approved 4-0-0.
  - b. **Public Hearing – Proposed Amendment to Highlands PUD** – The public hearing was called to order at 6:40 pm. Don Hinz, 836 August Avenue, had asked to be allowed to build into the 35-foot setback. There had been some confusion as to if the setbacks were 30 or 35 feet in the PUD. The original PUD is 35 feet. After reviewing it was determined there was several structures which violate the 35-foot set back. The public hearing was closed at 6:45 pm. **MOTION** Weness, second Steger to amend the PUD to allow a 30-foot set-back for lots with rear yards abutting the Golf Course. Approved 4-0-0.
5. **Old Business**
6. **New Business**
  - a. **Billman Preliminary Plat Application** – Billman would like to do some platting of his property. Discussion centered around driveway issues and land use issues. **MOTION** Steger, second Hammel to set a public hearing for the Billman Preliminary Plat for October 11, 2022, at 5:35 pm. Approved 4-0-0.
  - b. **453 Overlook Circle** – The property owners would like to split off a portion of their property for another building lot. Staff said they had to do a minor subdivision, but they maintain it is platted as two separate parcels. The Commission discussed the parcels and believed since it is taxed at one parcel it is one parcel even though it was originally platted differently. Meister was directed to reach out to Don Mitchel

at Goodhue County to verify it is one parcel. **MOTION** Steger, second Holzheu to set a public hearing for the Billman Preliminary Plat for October 11, 2022, at 5:40 pm pending fee payment and determination it is currently a single parcel. Approved 4-0-0.

**7. Other**

**a. Plans for Christ Lutheran Church** – Plans for the school are proceeding,

**b. Replacement for Jen Prins** – **MOTION** Rockne, second Hammel to accept the resignation of Jen Prins. Approved 4-0-0.

**8. Adjourn**

The meeting adjourned at 6:12 p.m.