

City of Zumbrota
Planning Commission Regular Meeting Minutes
Tuesday, October 10, 2023, 5:30 pm
City Hall

Present: Chair Matt Rockne, Commissioners Bev Weness, Bev Holzheu, Tom Steger, Connie Boyd, Kim Jensen, and Council Member Joan Bucher. Also present: Community Development Director Kurt Meister, Finance Director Kim Simonson, Paul O’Sullivan (MN Energy Resources), Ben Wolf (MN Energy Resources), and Jason Saari - remote (MN Energy Resources).

- 1. Rockne called the meeting to order at 5:30 pm.**
- 2. Agenda: MOTION** Weness, second Steger to adopt the agenda. Approved 7-0-0.
- 3. Minutes: MOTION** Steger, second Bucher to approve the September 12, 2023, minutes. Approved 7-0-0.
- 4. Public Hearing - CUP Application – 228 West Ave., Gas Main Relocation**
The public hearing opened at 6:35 pm. The only question staff had received about the project was whether the gas service would be interrupted. The representatives from Minnesota Energy Resources said it would not be and assured the Commission the project is well away from residences. **MOTION** Steger, second Jensen to recommend approval of the CUP as it meets various CUP guidelines and is for public benefit. Approved 7-0-0.
- 5. Old Business**
 - a. Variance Application – 620 Golfview Ave, Shed**
The Commission discussed the variance and could not find grounds to approve. Discussion then moved on to the ordinance and why sheds need to meet the setback away from the principal residence. The Commission reviewed clarification from the building official but still had concerns. Rockne posed the question of whether the ordinance should be amended. After discussion the Commission directed staff to put together a modification to the ordinance. **MOTION** Steger, second Bucher have staff draft language to amend the ordinance to allow accessory structures under 128 square feet to be closer than 5 feet to the principal structure in residential (R1, R1a, R2, R3 and R4) zones. Approved 7-0-0.
MOTION Bucher, second Rockne to set a public hearing on an amendment to the accessory structure setback requirements for November 14, 2023, at 5:35 pm. Approved 7-0-0.
- 6. New Business**
 - a. Variance Application – 705 Mill Street (ZM High School Sign)**
MOTION Jensen, second Boyd to set a public hearing on the variance application for a sign at the ZM High School for November 14, 2023, at 5:40 pm. Approved 7-0-0.

The meeting adjourned at 6:18 pm.