

Planning Commission Agenda
Tuesday November 9th, 2021, 5:30 pm
Zumbrota City Hall

1. Call to Order
2. Adopt/Amend Agenda
3. Approve Minutes 10.12.2021 Regular Meeting
4. Public Hearing
5. Old Business
 - a. Planning and Zoning Fees for 2022
6. New Business
 - a. Potential Variance – Don Hinz
 - b. ARPA Committee
 - i. LMC Codification
 - ii. Goodhue County GIS User Group
7. Other
 - a. Annexation – PID 47.030.1600
 - b. LMC Course – Basic Public Financials
8. Adjourn

City of Zumbrota
Planning Commission Regular Meeting Minutes
Tuesday, November 9th, 2021, 5:30 pm
City Hall

Present: Chair Matt Rockne, Commissioner Bev Weness, Commissioner Bev Holzheu, Commissioner Tom Steger, Mayor Todd Hammel, Community Development Director Dylan Armstead, Don Hinz and Assistant Finance Director Kim Simonson.

1. Rockne called the meeting to order at 5:30 pm.
2. **Agenda:** Motion Hammel, second Holzheu to adopt the agenda with the changes “6-A Don Hinz Request, 6-B ARPA Committee” and a correction to a date. Approved (5-0-0)
3. **Minutes:** Motion Hammel, second Holzheu to approve the Planning and Zoning Commission minutes from October 12th, 2021. Approved (5-0-0)
4. **Public Hearing**
5. **Old Business**
 - a. Planning and Zoning Fees for 2022 – Planning and Zoning recommended the following changes to the Planning and Zoning Fees for 2022:

	Old Fee	New Fee
Conditional Use Permit	\$250	\$350
Interim Use Permit	\$250	\$350
Variance	\$250	\$350
Rezone	\$250	\$350
Zoning Amendment	\$250	\$350
Pre-Plat	\$250	\$500
Final Plat	\$250	\$500
Annexation	\$400	\$500
Minor Subdivision	\$250	\$350
Vacation	\$250	\$350
Zoning Permit	\$75	\$75
Roofing permit	\$45.50	\$50
Siding Permit	\$45.50	\$50
Demo Permit	\$45.50	\$50
Mechanical Permit	\$45.50	\$50
Window Permit	\$45.50	\$50

Armstead said he felt changes were justified due to staff time spent, publishing costs, and the fees charged by surrounding communities. Motion Steger, second Hammel to approve the changes to the 2022 fee schedule. Approved 5-0-0.

6. **New Business**
 - a. Don Hinz – 836 Augusta Avenue- Mr. Hinz would like to build a 16-foot porch onto his house but doing so would encroach 10 inches into the setback. The Commission discussed the issue at length. They suggested Hinz submit a variance request and come up with some practical difficulties as to why the variance should be approved.

- b. ARPA Committee
 - i. LMC Codification – This is an allowable expense under the ARPA and is being considered by the Committee as a possible recommendation.
 - j. Goodhue County GIS User Group – The city is not currently a member of this group. Being a part of this would aid multiple departments and would cost \$3300 annually. These costs will be submitted to the committee for consideration.

7. Other

- a. Annexation – PID 47.030.1600 – The State has approved the annexation request.
- b. LMC Course – Basic Public Financials – Armstead asked the Commission if any would be interested in participating in an online basic public financials course. Those interested will get back to him.

8. Adjourn

The meeting adjourned at 6:27 p.m.