

Planning Commission Agenda
Tuesday, November 10th, 2020 ~ 5:30 p.m.
City Hall
*** remote meeting ***

1. Call to Order
2. Adopt/Amend agenda
3. Approve Minutes – 10.13.2020 Regular Meeting
4. Public Hearing
 - A. Variance: 780 S Main
 - B. CUP: Houghton Mining
 - C. Minor Subdivision: 664 East 4th St
5. Old Business
 - A. Fences: what constitutes obstruction of view
6. New Business
 - A. 780 S Main, Variance request
 - B. CUP: Houghton Mining pit expansion
 - C. Minor Subdivision: 664 East 4th St
 - D. 2021 Fee schedule
7. Other
 - A. Reports: Wobig property annexation
8. Adjourn

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

**City of Zumbrota
Planning Commission Regular Meeting Minutes
Tuesday, November 10, 2020 - 5:30 P.M. City Hall**

Present: Chair Matt Rockne, Commissioner Bev Holzheu (remote), Commissioner Joan Bucher (remote), Commissioner Bev Weness (remote), Council Member Todd Hammel; Staff: Ryan Soukup, Brian Grudem (remote) and Kim Simonson; Joel Stockwell, Cindy Will, Chad and Melinda Nelson (remote), and Todd Houghton.

1. **Chair Matt Rockne called the meeting to order at 5:30 p.m.**
2. **Agenda: Motion Hammel, second Weness to adopt the agenda.** Approved by roll call (5-0-0).
3. **Minutes: Motion Hammel, second Holzheu to approve the Planning and Zoning Commission minutes of October 13, 2020 as amended.** Approved by roll call (5-0-0).
4. **Public Hearing**
 - A. **Variance: 780 S Main** – The public hearing opened at 5:37 pm. Joel Stockwell and Cindy Will were present to answer questions about the possibility of installing a chain link fence on the front of their property on 780 S. Main. The property is very steep and they would like to install a fence to facilitate the care of their dogs. There were questions as to whether the fence would pose an obstruction to view. There were some concerns on if the fence would encroach on the right of way with MNDOT for Highway 58. The public hearing closed at 5:46 pm.
 - B. **CUP: Houghton Mining** – The public hearing opened at 5:47 pm. Todd Houghton requested he be allowed to extend his quarry to the east. He would need a CUP to do this. Soukup stated that mining is allowed in any zone with a CUP. There were questions around how close the edge of the mine would be to Highway 58. Houghton assured the Commission that the pit would be well away from Highway 58. . The public hearing closed at 5:55 pm.
 - C. **Variance: 664 East 4th Street** – The public hearing opened at 5:59 pm. Chad and Melinda Nelson were requesting to be allowed to buy a portion of Steve and Mary Grote’s property to add to their property so that rear yard access would be easier. Rockne stated the properties are in different subdivisions so the legal descriptions will need to be modified. The public hearing closed at 6:01 pm.
5. **Old Business**
 - A. **Fences: What constitutes obstruction of view** – The Commission discussed whether or not chain link fencing constitutes an obstruction of view. They will explore this further. Staff was directed to look into what other cities do and to come back to the Commission with the information.
6. **New Business**
 - A. **780 S. Main, Variance request** – Hammel expressed concern about potential fence damage from snow. He wanted the property owners to be aware of the risk.

Staff will check with MNDOT to make sure it is not going to infringe upon Highway 58 right of way. Motion Weness, second Hammel to recommend approval of the variance contingent upon approval from MNDOT. Approved by roll call (5-0-0).

B. CUP: Houghton Mining pit expansion – Motion Hammel, second Rockne to approve the CUP for the expansion of the quarry in the Houghton property. Approved by roll call (5-0-0)

C. Minor Subdivision: 664 East 4th St. – Motion Weness, second Holzheu to approve the minor subdivision at 664 East 4th St. Approved by roll call (5-0-0).

D. 2021 Fee Schedule – Motion Hammel, second Rockne to keep the 2021 fee schedule the same as the 2020 schedule

7. Other:

A. Wobig Property Annexation – Soukup gave an update on the Wobig property annexation. An agreement has been signed by Zumbrota Township and the annexation is proceeding.

8. Adjourn – The meeting adjourned at 6:30 pm.