

City of Zumbrota
Planning Commission Regular Meeting Minutes
Tuesday, December 12, 2023, 5:30 pm
City Hall

Present: Chair Matt Rockne (5:49 pm), Commissioners Bev Weness, Connie Boyd, Bev Holzheu, Kim Jensen, and Council Member Joan Bucher. Also present: Community Development Directors Kurt Meister and Munira Alimire, Finance Director Kim Simonson, and Administrator Brian Grudem.

1. **Acting Chair Jensen called the meeting to order at 5:32 pm.**
2. **Agenda: MOTION** Weness, second Holzheu to approve the agenda with the addition of item “6C. Variance for Nilssen’s Driveway”. Approved 5-0-0.
3. **Minutes: MOTION** Boyd, second Bucher to approve November 11, 2023, minutes. Approved 5-0-0.
4. **Public Hearing**
5. **Old Business**
6. **New Business**
 - a. **Variance application – 2080 20th Street**

The Commission discussed the Scott King parcels, which were approved by the county but not the city for combination. Weness states she would like it to stay as two parcels and review the variance to be two feet within the setback for the home addition.
MOTION: Bucher, second Holzheu to set a public hearing for the variance application for 2080 20th Street for 5:35 pm, on January 9, 2024. Approved 5-0-0.
 - b. **Galen Warneke – letter of variance violation**

No action was taken on this item. Warneke just wanted the PZ commission to understand the plans he has for the property and that there may be some requests coming through in a future date.
 - c. **Variance for Nilssen’s Driveway**

Nilssen’s is in the process of putting in a Caribou Coffee and there are issues with the entrance onto 2nd Street. The issue lies with the approach onto 2nd Street and the need for a variance for a drive-thru in the current zoning. **MOTION** Bucher, second Boyd to set a public hearing for the Nilssen’s project for 5:40 pm, on January 9, 2024. Approved 6-0-0.

MOTION Weness, second Boyd to adjourn the meeting at 5:59 pm. Approved 6-0-0.