

## REPORT OF THE PLANNING COMMISSION

Date of Meeting: May 3, 2021

Report #1

The Planning Commission met at 4:00 p.m. on May 3, 2021 in the Council Chambers at City Hall and via remote audioconferencing. Due to the pandemic, social distancing guidelines and masks were required for in-person participation. Attending Commission members included: Chairperson Shane Blaser, Ryan Austin, Shane Burkart, Lee Thao, Susan Feith and Eric Daven. Others participating in the meeting were Kyle Kearns, Susan Schill, Scott Kissinger and JR Siewert.

The meeting was called to order at 4:00 p.m.

**1. Approval of the reports from the April 5, 2021 Plan Commission meeting**

Motion by Thao, second by Blaser, to approve the reports from the April 5, 2021 Plan Commission meeting.

Motion carried (6 – 0)

**2. PLAN-21-0273; Ken Hill** – request for Certified Survey Map approval to create two lots at 2140 Carey Street (Parcel ID 3404147) and 1020 21<sup>st</sup> Avenue South (Parcel ID 3404145)

Motion by Thao to approve PLAN-21-0273, request for Certified Survey Map approval to create two lots at 2140 Carey Street and 1020 21<sup>st</sup> Avenue South, second by Daven.

Motion carried (6 – 0)

**3. PLAN-21-0274; Peter Augustyniak** – request for Certified Survey Map approval to create two lots at 464 Glenwood Heights (Parcel ID 3412804)

Motion by Daven, to approve PLAN-21-0274, request for Certified Survey Map approval to create two lots at 464 Glenwood Heights, second by Austin.

Motion carried (6 – 0)

**4. PLAN-21-0350; BNWC Properties Inc** – request for Certified Survey Map approval to create two lots at 2111 Jefferson Street (Parcel ID 3400751)

Motion by Thao to approve PLAN-21-0350, request for Certified Survey Map approval to create two lots at 2111 Jefferson Street, second by Blaser.

Motion carried (6 – 0)

**5. PLAN-21-0334; Todd Forcier**, request to register an existing residential nonconforming use on a property zoned B-2 Commercial District at 2340 10<sup>th</sup> Street South (Parcel ID 3412201)

Motion by Davin to approve PLAN-21-0334, request to register an existing residential nonconforming use on a property zoned B-2 Commercial District at 2340 10<sup>th</sup> Street South, second by Austin.

Motion carried (6 – 0)

**6. PLAN-21-0335; Todd Forcier**, request to construct an addition onto an existing detached accessory structure which exceeds a total of 600 square feet in size at 2340 10<sup>th</sup> Street South (Parcel ID 3412201)

Motion by Blaser to approve PLAN-21-0335, request to construct an addition onto an existing detached accessory structure which exceeds a total of 600 square feet in size at 2340 10<sup>th</sup> Street South, second by Thao:

Motion carried (6 – 0)

7. **PLAN-21-0307; Scott Kissinger** – request for a site plan review for mixed-use housing and the construction of an exterior stair in the B-1 Downtown Commercial District at 121 3<sup>rd</sup> Street North (Parcel ID 3408153)

Chairperson Blaser expressed his support for the Plan in the Downtown Commercial District.

Commissioners had questions about the structural integrity and building code requirements. Which were addressed and clarified by Staff.

Motion by Blaser to approve PLAN-21-0307, request for a site plan review for mixed-use housing and the construction of an exterior stair in the B-1 Downtown Commercial District at 121 3<sup>rd</sup> Street North, subject to the following conditions, seconded by Austin.

- a) Applicable zoning requirements shall be met if parking is expanded on site.
- b) Parking in the rear of the site shall not impede pedestrian access to the exterior stairwell.
- c) The deck materials shall be stained or painted to match the primary building and/or to blend into the surrounding aesthetics, minimizing visual appeal.
- d) Any exterior lighting installed shall be a cutoff fixture with an intensity that does not exceed 0.2-foot candles at the property line.
- e) Applicable permits through the City shall be obtained.
- f) Community development staff shall have the authority to approve minor modifications to the plans.

Motion carried (6 – 0)

8. **PLAN-21-0336; Community Development Department** – public hearing and action on a request on an amendment to Chapter 11, Zoning Code, of the City’s Municipal Code, to remove the requirement for joint public hearings with the Common Council for conditional use permits and terminations of approval requests.

Public hearing opened at 4:31 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:33 p.m.

Motion by Feith to approve PLAN-21-0336, an amendment to Chapter 11, Zoning Code, of the City’s Municipal Code, to remove the requirement for joint public hearings with the Common Council for conditional use permits and terminations of approval requests. Second by Thao.

Motion carried (6 – 0)

9. **PLAN-19-0938; Community Development Department** – action to replace Chapter 46, Sign Code, of the City’s Municipal Code, with the new Sign Code.

JR Siewert addressed the Commission and believes that adding additional restrictions to businesses should be heavily considered. Mr. Siewert also had questions on ‘grandfathering’ and about specific language in various parts of Chapter 46, to which Staff and the City Attorney responded. The subject of sign variances and exceptions was also discussed during the meeting, as well as, holding a public hearing.

Commissioner Feith suggested that more time be given for review and analysis. Staff commented that the item will be placed on the June 2021 regularly scheduled Plan Commission meeting, including a public hearing.

No action was taken.

**10. Adjourn**

Motion to adjourn by Thao, second by Blaser.

Motion carried (6 – 0)

Meeting adjourned at 5:11 p.m.

Respectfully Submitted by Erika Esser, Secretary