

ZONING AND PLANNING MEETING

Regular Meeting

March 18, 2019, 7:00 p.m.

Roll call: Brandvold, Luebbe, Barbeau

Absent: Quiring, Rosenbaum

Also in attendance: Administrator Welti, Lois Nelson, Ethan Wilkie, Chad Langeslag, Simone Hellevik

Regular meeting called to order by Vice Chairman Barbeau at 7:35 p.m.

Agenda – Motion by Luebbe, seconded by Brandvold, to approve the agenda, motion carried.

Minutes from the November 19, 2018 meeting and public hearings were read.

Motion by Luebbe, seconded by Brandvold to accept the minutes, motion carried.

Election of Officers

Motion by Luebbe, seconded by Brandvold to elect the slate of officers noted below, motion carried.

Chair – Richard Quiring

Vice Chair – Rob Barbeau

Secretary – Mathew Rosenbaum

Chairperson Report From Council Meeting – Administrator Welti reported that at the November Council meeting, Chair Quiring informed Council of the recommendation to approve the conditional use permits and the vacation of utility easements. Council approved all conditional use permits and the vacation of utility easements.

Concerns from General Public-none.

Old Business- none

New Business- Administrator Welti presented a memo regarding the review of orderly annexation agreement with Medford Township.

In 2009, the City of Medford and Medford Township adopted the most recent version of an annexation agreement between both entities. The annexation agreement is to be reviewed within ten years.

Luebbe stated he was supportive of recommendations in the memo and the area designated on the map to be proposed to the township for inclusion in an orderly annexation agreement. Luebbe felt it is important for the City and Township to work cooperatively and continue to have an orderly annexation agreement.

Motion by Luebbe, seconded by Brandvold to recommend to Council its consideration of appointing two representatives of the City to meet with two representatives of the township to discuss modifications and that the following modifications noted below be proposed to Medford Township. Motion carried.

Consideration of modifications to the current agreement:

2. “The Designated Area is appropriate for designation for orderly annexation because the City’s comprehensive plan identifies this area...” Past prospective developers approached the City about possible developments that included areas outside of the current comprehensive plan. In addition, the current

comprehensive plan does not align 100% with the "Designated Area." The City may want to propose the language not restrict the designated area to only that which is included in the comprehensive plan.

5. Upon review and a majority vote of the respective bodies, this agreement shall be extended for 5 years. I would suggest changing the extension to a period greater than 5 years, possibly 8-10 years.

8 B. This provision should be revisited to determine the intent. Did the township intend for this provision to be as restrictive as it is written? It could be interpreted to read that if a property owner near Medford city limits has a horse and a horse barn or a building that was used to house livestock or a farm animal, a new home could not be built within City limits if it is within 1,000 feet of the property. Current undeveloped land annexed into the City and designated as a residential district is within 1,000 feet of a horse barn.

10 B. The City may want to suggest changing the phrase "The City and Township shall establish a Joint Planning Board..." to "The City and Township may establish..." During the recent annexation of the bus garage parcel, the township was notified of the proposed annexation. The township did not request establishment of a Joint Planning Board to review the annexation. In the future, there will likely be small parcels annexed that neither the Township nor the City requests review by a Joint Planning Board.

Map of Designated Area

The yellow shaded section illustrates the Orderly Annexation area. The area highlighted in pink should be considered for inclusion in the Orderly Annexation Agreement.

Adjourn the meeting- Motion by Brandvold, seconded by Luebbe to adjourn the meeting at 7:58 p.m., motion carried.

Next Regular Planning & Zoning meeting is Monday, May 13, 2019 at 7:00 PM

Planning & Zoning Board
City of Medford
Public Hearing for Proposed Ordinance Amending the Prohibition Against Off-Parcel Signs
Medford City Code Section 4.84
March 18, 2019 – 7:00 PM

Vice Chairman Barbeau opened the hearing at 7:00 PM.

Members present: Brandvold, Luebbe, Barbeau

Members absent: Quiring, Rosenbaum

Others Attending: Administrator Welti, Lois Nelson, Ethan Wilkie, Chad Langeslag, Simone Hellevik

Introduction:

The purpose of this public hearing is for the citizens of Medford to address any questions or concerns regarding the Proposed Ordinance Amending the Prohibition Against Off-Parcel Signs Medford City Code Section 4.84.

Chairman Barbeau explained the formal procedure and that everyone will be given the opportunity to participate and ask questions.

Staff presentation-Andy Welti presented a memo regarding the proposed ordinance amending the prohibition against off-parcel signs Medford City Code Section 4.84. The following is a summary:

The owners of the Outlet Center have had discussions with the City regarding advertising public service announcements, sporting events, and products on the digital sign. Current City Code does not allow this form of advertisement. To allow this form of advertising, the City must amend its ordinance.

The City Attorney provided initial responses to questions regarding regulation of advertising:

The city has the flexibility to allow different regulations in different zones. The City could allow off-premise advertising in only C-3 districts (Commercial along the Interstate), but not allow it in other commercial districts (C-1 and C-2 districts).

“Current ordinance prohibits "non-accessory" advertising; that is, advertising that is unrelated to the advertising upon which the sign is located. This kind of prohibition is constitutional...

In general, content-based restrictions on free speech are unconstitutional.

One exception to this rule is our off-premise ordinance--we are not distinguishing between what kind of commercial speech we allow, but are banning all commercial speech unrelated to the premises...”

At the January Council meeting, Council requested that Planning & Zoning consider the request to amend the sign ordinance to allow off-premise or "non-accessory" advertising. The proposed ordinance would only allow off-premise or "non-accessory" advertising in Medford's C-3 district. In addition, Off-

premise or "non-accessory" advertising would only be allowed on parcels with a minimum of 900 linear feet of frontage or front lot line (only two parcels within Medford City limits meet this requirement). Only one off-premise or "non-accessory" sign is allowed per parcel.

Applicant's presentation-none

Statements from the public- none

Concluding the public hearing-Chairman Barbeau asked for a motion to conclude the public hearing.

Motion by Luebbe, seconded by Brandvold to conclude the public hearing. Motion carried.

Action-Recommendations made to City Council.

Planning and Zoning members stated that advertising along the interstate will be more of a topic, amending the current ordinance would not create more visual pollution, the amendment is an "all or nothing" change which will allow all advertising. Questions were asked about potential hacking and whether local businesses could advertise on the sign. The manager of the Outlet Center responded that local businesses would likely be able to advertise on the sign.

Motion by Luebbe, seconded by Brandvold to make a recommendation to the City Council to amend the ordinance as presented in Ordinance 2019-02. Aye: Luebbe, Brandvold. Nay: Barbeau

Motion by Luebbe, seconded by Brandvold to adjourn the public hearing at 7:33 pm. Motion carried.

ZONING AND PLANNING MEETING

Regular Meeting

May 13, 2019, 7:00 p.m.

Roll call: Brandvold, Luebbe, Barbeau, Quiring

Absent: Rosenbaum

Also in attendance: Administrator Welti, Chad Langeslag, Chad Merritt

Regular meeting called to order by Chairman Quiring at 7:15 p.m.

Agenda – Motion by Luebbe, seconded by Barbeau, to approve the agenda, motion carried.

Minutes from the March 18, 2019 meeting and public hearing were read.

Motion by Barbeau, seconded by Brandvold to accept the minutes, motion carried.

Chairperson Report From Council Meeting – Administrator Welti reported that Council adopted the proposed amendment allowing off-parcel signs in a C-3 district. Marie, Chad and Administrator Welti met with representatives of Medford Township Board to discuss the orderly annexation agreement. The Medford Township Board discussed the modifications proposed to the Medford Township and City of Medford orderly annexation agreement. The township agreed with making the majority of modifications. The Township Board did not agree with expanding the “designated area” of the orderly annexation agreement but said that the Board would be willing to discuss annexation of the identified area of possible development if or when development is proposed within those parcels. Once the final agreement is drafted by the City Attorney, Council will take action.

Concerns from General Public- Chad Merritt, resident of Main Street, asked if Planning & Zoning would consider changing the front yard setback regulations in an R-1 district. Merritt stated that he thinks property lines, setbacks, and right-of-way lines vary along Main Street. Merritt wants to build closer to the street, in the front yard. Planning & Zoning members briefly discussed the reason for setbacks and agreed to discuss the issue at the July meeting.

Old Business- none

New Business- none

Adjourn the meeting- Motion by Brandvold, seconded by Barbeau to adjourn the meeting at 7:35 p.m., motion carried.

Next Regular Planning & Zoning meeting is Monday, July 15, 2019 at 7:00 p.m.

Planning & Zoning Board
City of Medford
Public Hearing for Proposed Ordinance Amending Regulations of the
Multi-Family Residential District (R-2)
Medford City Code Section 4.26
May 13, 2019 – 7:00 PM

Chairman Quiring opened the hearing at 7:00 PM.

Members present: Brandvold, Luebbe, Barbeau

Members absent: Rosenbaum

Others Attending: Administrator Welti, Chad Langeslag, Chad Merritt

Introduction:

The purpose of this public hearing is for the citizens of Medford to address any questions or concerns regarding the proposed ordinance amending regulations of the Multi-Family Residential District (R-2) Medford City Code Section 4.26.

Chairman Quiring explained the formal procedure and that everyone will be given the opportunity to participate and ask questions.

Staff presentation-Andy Welti presented a memo regarding the proposed ordinance amending the regulations of the Multi-Family Residential District (R-2), Medford City Code Section 4.26. The following is a summary:

Upon reviewing Medford City Code, R-2 ordinance (multi-family housing), the code does not appear to be applicable to apartments, condominiums, or townhouses containing more than two dwellings. Current City Code only allows one accessory building up to 1,000 sq. feet (garage) to be built upon a parcel. Current code requires 3 parking spaces per unit. In a survey of area communities of similar size, no other City requires more than 2 parking spaces per unit. In addition, the majority of code as written only applies to parcels upon which a single family detached dwelling or duplex is built.

At the April Council meeting, Council requested that Planning & Zoning review and consider amending the multi-family residential district (R-2) ordinance.

The proposed amendment would:

1. Define Subd. 4 to address principal structures that have no more than two separate dwellings (duplex or townhouse) and Subd. 5 to address multi-family (three or more dwellings).
2. Write accessory use regulations into Subd. 4 and Subd. 5.
3. Include setback regulations in Subd. 5 rather than be referred to a different section (C-1).

4. Provide Subd. 5 regulations for detached garages for multi-family condominiums and apartments and townhomes.
5. Decrease Subd. 5 required parking spaces per dwelling from 3 to 2.
6. Increase maximum height of any building in Subd. 5 from 35 feet to 40 feet.
7. Increase maximum height of garage in Subd. 5 from 16 feet to 20 feet.

8. Increase garage door height to "not to exceed 10 feet high")

Applicant's presentation-none

Statements from the public- none

Concluding the public hearing-Chairman Quiring asked for a motion to conclude the public hearing.

Motion by Barbeau, seconded by Luebbe to close the public hearing. Motion carried.

Action-Recommendations made to City Council.

Planning and Zoning members asked a question about current setbacks, and the reason for increasing the height regulations of the principal building and garages in Subd. 5. Administrator Welti stated the height requirements were written for duplexes, townhomes, or single family attached structures; apartments may contain more levels or units. Garages may need to be built at a greater height to accommodate vehicles built for people with disabilities.

Motion by Barbeau, seconded by Luebbe to make a recommendation to the City Council to adopt the ordinance as presented in Ordinance 2019-03. All members voted aye. Motion Carried.

Motion by Luebbe, seconded by Brandvold to adjourn the public hearing at 7:14 pm. Motion carried.

ZONING AND PLANNING MEETING

Regular Meeting

July 15, 2019, 7:00 p.m.

Roll call: Brandvold, Luebbe, Quiring

Absent: Rosenbaum, Barbeau

Also in attendance: Administrator Welti, Chad Langeslag, Chad Merritt, Stan Frank, Phil Heim

Regular meeting called to order by Chairman Quiring at 7:45 p.m.

Agenda – Motion by Luebbe, seconded by Brandvold, to approve the agenda, motion carried.

Minutes from the May 13, 2019 meeting and public hearing were read.

Motion by Luebbe, seconded by Brandvold to accept the minutes, motion carried.

Chairperson Report From Council Meeting – Chair Quiring reported that he attended the Council meeting. Council approved the recommended Ordinance amendment, with a few changes, to section 4.26 Multi-Family Residential District (R-2). He also stated that Council agreed with the recommended changes to the orderly annexation agreement between the City of Medford and Medford Township.

Concerns from General Public- none.

Old Business- Front yard setback. Chair Quiring stated the issue of front yard setbacks was brought up at the May meeting so information was included in the packet for review. Administrator Welti reviewed the information in the packet. Chad Merritt stated property lines and/or building setbacks were not consistent along Main Street. Quiring asked whether the City would change setbacks for only Main Street or throughout the entire City. Chair Quiring was not in favor of changing setbacks. Luebbe stated he was not in favor of changing setbacks because right-of-way is created so that infrastructure such as streets, utilities, sidewalks etc. can be located within the right-of-way and setbacks are associated with right-of-way.

Motion by Brandvold, seconded by Luebbe, to recommend that no changes be made to front yard setbacks. Motion Carried.

New Business- none

Adjourn the meeting- Motion by Brandvold, seconded by Luebbe to adjourn the meeting at 8:05 p.m., motion carried.

Next Regular Planning & Zoning meeting is Monday, September 16, 2019 at 7:00 p.m.

Who pays for the cost of the sewer mains, water mains, etc. that are necessary to develop the site? The developer is responsible for all infrastructure costs necessary to develop the site as outlined in the developer's agreement.

Property values will decline once the apartments are built. Administrator Welti contacted an assessor. The assessor reported that based on past transactions, single family property values did not decrease because apartments or multifamily units were built across the street from single family homes.

The City should amend or change the R-2 regulations.

Concluding the public hearing-Chairman Quiring asked for a motion to conclude the public hearing.

Motion by Luebbe, seconded by Branvold to close the public hearing. Motion carried.

Action-Recommendations made to City Council.

Planning and Zoning members asked a question about whether the housing proposed by Todd Nelson is meeting a need in the City. Administrator Welti responded that the housing being proposed meets needs as outlined in the housing study.

Comments were also made about the concern that low income housing could be built or marketed in the future. People often do not want development in their back yards, but they want to see growth because of the increased tax base and the benefits associated with a larger tax base. The plan was well thought out. Medford would benefit from a development that provides more housing choices for people. The wastewater treatment facility is nearing capacity, and until we have a plan for it, growth will be limited. Need to look at Medford's future.

Mr. Nelson was asked about other developments he owns. Mr. Nelson provided a brief overview of the developments he owns.

Motion by Luebbe, seconded by Quiring to make a recommendation to the City Council to approve the rezone request from R-1 to R-2 on a preliminary basis; the exact boundaries will be defined and approved on the plat. Yeas – Luebbe and Quiring Nay - Brandvold Motion Carried.

Motion by Luebbe, seconded by Brandvold to adjourn the public hearing at 7:44 pm. Motion carried.

Planning & Zoning Board
City of Medford
Public Hearing for Todd Nelson's Request
to Rezone Property From R-1 to R-2
July 15, 2019 – 7:00 PM

Chairman Quiring opened the hearing at 7:02 PM.

Members present: Brandvold, Luebbe, Quiring

Members absent: Rosenbaum, Barbeau

Others Attending: Administrator Welti, Chad Langeslag, Chad Merritt, Adam Babcock, Luke Brown, Liz Sundet, Lisa Borst, Scott Borst, Stan Frank, Trevor Davis, Charity Davis, Phil Heim

Introduction:

The purpose of this public hearing is for the citizens of Medford to address any questions or concerns regarding Todd Nelson's request to rezone the following property from an R-1 district to an R-2 district:

That portion of the SW ¼ of Section 9 east of the Canadian Pacific railroad; west of the Union Pacific railroad; south of 3rd Avenue SE; and north of 5th Avenue SE,

Except: That portion of the SW ¼ of Section 9 approximately 330 feet west of the west line of the Union Pacific railroad, including those lots abutting 4th Street SE.

Said property proposed to be rezoned is the former athletic field for the school district.

If the request to rezone is granted, it would be on a preliminary basis as the exact boundaries would be defined on the plat.

Chairman Quiring explained the formal procedure and that everyone will be given the opportunity to participate and ask questions.

Staff presentation-Andy Welti presented a memo regarding Todd Nelson's request to rezone the property from an R-1 district to an R-2 district.

The City has drafted a developer's agreement with Todd Nelson for a proposed development on the former athletic field site of Medford Schools.

Mr. Nelson is requesting to rezone the majority of the property as Multi-Family Residential District (R-2). The portion of the development on which Mr. Nelson intends to create single family residential lots will remain as Residential District (R-1).

If the request to rezone is granted, it would be on a preliminary basis as the exact boundaries would be defined on the plat.

After the property has been rezoned, Mr. Nelson will submit a preliminary plat and final plats, which Planning & Zoning will review. He will also submit required plans and pay the fees prior to construction occurring upon the property.

Mr. Nelson intends to develop the property in phases. The first phase would include the development of a 16-unit apartment and garage structure. Future phases would include the development of townhomes, single family lots, and apartments.

Applicant's presentation- Todd Nelson stated his intent was to build apartments, townhomes and develop lots to be sold for the development of single family homes. The units would be built with amenities to accommodate people 50+ years of age, and his intent was to market the units to this age group. The first phase would include the construction of one, sixteen unit apartment building with garages. Subsequent phases would include another apartment, townhomes, and the single family lots. The individual lots would be sold to individuals or developers to be developed.

Mr. Nelson will own the entire parcel zoned as R-2 and will own and manage all units on the parcel.

Statements from the public- Luke Brown, Trevor Davis, Stan Fank, Scott Borst, Adam Babcock, and Liz Sundet asked questions or made statements. The following is a list of questions or statements made and the responses provided by the chair, Administrator Welti and Todd Nelson:

Once the zoning is approved, can the developer rent to anyone? Response: Yes. The City does not regulate who the property is rented to.

What would prevent a person from reselling the property to be developed in a different manner than the development presented by Mr. Nelson. The City does not regulate sales of properties; sales are private transactions. The developer would need to enter into a developer's agreement and submit plans to be approved by the City.

Lot 9 is in a flood area, is there a plan to address the storm water? The City's engineer will review storm water plans and the storm water plans must meet City requirements before being approved.

What determined the size of the lots that are proposed for the single family homes? The lots meet the City's minimum size requirements. Mr. Nelson determined the size of the lots.

Has Mr. Nelson contracted with a builder? Does Mr. Nelson have a timeframe for the development? Mr. Nelson will be working with various contractors. He will develop the apartment within the next year and future phases as the City allows. He indicated he would prefer to move forward with a second phase within 3 years.

Will the developer pay for the cost of the wastewater upgrade? Mr. Nelson will be paying the required development trunk fees and hook-up fees to the City.

Planning & Zoning Board
City of Medford
Public Hearing for Stadler Front Yard Setback (Accessory Building) Variance Request
October 21, 2019 – 7:00 PM

Chairman Quiring opened the hearing at 7:00 PM.

Members present: Kris Stinocher, Rich Quiring, Matt Rosenbaum, Mary Branvold and Dennis Luebbe

Members absent:

Others Attending: Andy Welti, Jeremy Stadler, Danny Thomas, John Iverson, Marie Sexton and Chad Langeslag

Introduction:

The purpose of this public hearing is for the citizens of Medford to address any questions or concerns regarding Jeremy Stadler's front yard setback variance (accessory building) request for the property located at 411 4th St NE.

Chairman Quiring explained the formal procedure and that everyone will be given the opportunity to participate and ask questions.

1. Staff presentation-Andy Welti presented background information about the front yard setback variance request. Jeremy Stadler is requesting a variance to reduce the front yard setback by 11 feet (14 foot front yard setback) to place an accessory building (utility/storage shed) located at 411 4th St NE, Medford. The property is zoned R-1.

The minimum lot size allowed in the City of Medford is 75 ft. X 120 ft. The lot located at 411 4th ST NE is approximately 70 ft. X 100 ft.

Setbacks for accessory structures (garages, utility sheds, etc.) are 10 feet for side and rear yards, and 25 feet for front yards. The property at 411 4th ST NE is a corner lot, the north and east yards are front yards. The distance from the house to the rear property line is approximately 19.5 – 20 feet. The house is set back 25 feet from the north, front yard, property line.

Upon review of variances granted since 1999, it appears no variance has been granted for a small utility shed.

2. Applicant's presentation- Jeremy Stadler stated he was seeking a variance to put an accessory building in the north front yard of his property. Placing the building on the west side of his house would be a challenge because of the location of the neighbor's shed which is near the property line and he wants the shed more than 1-2 feet from his house.

3. Statements from the public-John Iverson stated he was not opposed to the variance request. Marie Sexton stated she saw the previous, smaller accessory building in the location of the proposed accessory building. Danny Thomas showed pictures of other accessory buildings in the City of Medford that were placed in front yards.

Rosenbaum asked if Mr. Stadler was going to remove trees. Stadler stated he was not going to remove trees. Rosenbaum asked how he was planning to access the building. Stadler stated he would access it from the driveway.

4. Concluding the public hearing-Chairman Quiring asked for a motion to conclude the public hearing.

Motion by Rosenbaum seconded by Luebbe to conclude the public hearing.

Discuss the proposal among board members-

Criteria for Granting Variances. Board discussed the 5 criteria that need to be met to grant a variance to the Land Use Ordinance. The variance may be granted only in the event that all of the criteria are satisfied. The board concluded that all the criteria have been met for the variance request.

Two members stated they did not believe the request met the criteria for granting a variance because they felt the property owner could have placed it in a location on the property and met the setbacks.

5. Action-Recommendations made to City Council.

A. Motion by Rosenbaum, second by Stinocher to make a recommendation to City Council to approve the variance request to reduce the front yard setback by 11 feet (14 foot front yard setback) to place an accessory structure (utility/storage shed) located at 411 4th St NE, Medford. Planning & Zoning Board finds that the proposed variance is in harmony with the general purposes and intent of the Land Use Ordinance, the variance is consistent with the comprehensive plan, the property owner proposes to use the property in a reasonable manner, the landowner's problem is due to circumstances unique to the property not caused by the landowner (the property is 70 ft. X 100 ft., less than the minimum lot size of 75 ft. X 120 ft. established by the City), and granting the variance will not alter the essential character of the locality. Motion carried (3 aye, 2 nay).

Motion by Rosenbaum, Seconded by Brandvold to adjourn at 7:40 p.m.

Planning & Zoning Board
City of Medford
Public Hearing for Lot Combination and Vacation of Utility and Drainage Easements Request
November 18, 2019 – 7:00 PM

Chairman Quiring opened the hearing at 7:00 PM.

Members present: Kris Stinocher, Rich Quiring, Dennis Luebbe, Mary Brandvold and Matt Rosenbaum

Members absent:

Others Attending: Andy Welti, Chad Langeslag, Sara Kettering, Cole Kavitz, Jim Beucler, Patty Beucler and Todd Kavitz

Introduction:

The purpose of this public hearing is for the citizens of Medford to address any questions or concerns regarding the lot combination and vacation of utility easements request for the properties located at Medford, Steele County, Minnesota, Lots 1 & 2 , Block 2, Scenic Heights; Parcels 16-117-0201, 16-117-0202.

The properties located at 602 & 608 3rd Ave SE, Medford, MN.

The drainage and utility easement lying over, under and across that part of the east 5.00 feet of Lot 1, Block 2, Scenic Heights, according to the recorded plat thereof, Steele County, Minnesota, lying southerly of the north 10.00 feet of said Lot 1, Block 2, which lies northerly of the south 10.00 feet of said Lot 1, Block 2. Together with the drainage and utility easement lying over, under and across that part of the west 5.00 feet of Lot 2, Block 2, said Scenic Heights, lying southerly of the north 10.00 feet of said Lot 2, Block 2, which lies northerly of the south 10.00 feet of said Lot 2, Block 2.

Chairman Quiring explained the formal procedure and that everyone will be given the opportunity to participate and ask questions.

Staff presentation-Andy Welti stated that Todd and Camille Kavitz, Enterprise Land Company, own the properties at Medford, Steele County, Minnesota, Lots 1 & 2 , Block 2, Scenic Heights; Parcels 16-117-0201 and 16-117-0202. They intend to combine the lots and sell the newly created lot for an individual to build a single family home. A survey has been conducted to create one lot out of the two existing lots. The newly created lot would meet the City's minimum lot size for a buildable residential lot (75' X 120'). The land is currently zoned R-1 and the lots are intended to be used for residential home construction.

Utility and drainage easements exist between lots 1 & 2; no city utilities exist in the easements. All utility providers were contacted, and none has objected to the vacation of the easements.

Applicant's presentation-Todd Kavitz was present and stated he is requesting the lot combination and vacation of the utility and drainage easements. The newly created lot is already spoken for.

Statements from the public- Jim Beucler stated he had concerns about storm water drainage. Mr. Kavitz addressed the issue and stated the builder and owner would work to divert the storm water to 3rd Ave SE.

Concluding the public hearing-Chairman Quiring asked for a motion to conclude the public hearing.

Motion by Luebbe, seconded by Rosenbaum to conclude the public hearing.

Discuss the proposal among board members-

Action-Recommendations made to City Council.

Motion by Rosenbaum, second by Brandvold to make a recommendation to City Council to approve the administrative land survey lot combination and vacation of utility and drainage easements request as presented. Motion Carried.

Motion by Brandvold, seconded by Rosenbaum to adjourn the public hearing at 7:21 P.M. Motion carried.

ZONING AND PLANNING MEETING
Regular Meeting
November 18, 2019, 7:00 P.M.

Roll call: Brandvold, Luebbe, Quiring, Stinocher, Rosenbaum

Absent:

Also in attendance: Administrator Welti, Chad Langeslag

Regular meeting called to order by Chairman Quiring at 7:22 p.m.

Agenda – Motion by Luebbe, seconded by Brandvold, to approve the agenda, motion carried.

Minutes from the July 15, 2019 and October 21, 2019 meeting and public hearing were read.

Motion by Brandvold, seconded by Rosenbaum to accept the minutes, motion carried.

Chairperson Report From Council Meeting – Chair Quiring reported that he attended the past Council meetings. Council approved the recommendation provided by the Planning & Zoning Board for the variance request.

Concerns from General Public- none.

Old Business- Administrator Welti informed the Board that the City received the first draft of the preliminary plat for the Todd Nelson development. It is currently in the review process.

New Business- Administrator Welti provided the Board with background information on the proposed ordinance amendment to Sec. 4.33, Performance Standards, regulation of animals, in preparation for the public hearing scheduled for Monday, November 25, at 5:00 P.M.

Adjourn the meeting- Motion by Rosenbaum, seconded by Stinocher to adjourn the meeting at 7:38 P.M., motion carried.

Next Regular Planning & Zoning meeting is Tuesday, January 21, 2020 at 7:00 P.M.