

Minutes

Planning Commission Meeting

7:00pm January 10, 2023

Auditorium

Commissioner Adams-Bruins called the meeting to order at 7:00pm

Members Present: Commissioner Sandie Adams-Bruins, Commissioner Neil Syvertson, Commissioner Amy Penaz, Commissioner Sarah Kahn, Commissioner Ryan McDonald

Members Absent: None

Zoning Administrator Present: Diane Pedersen

Approve minutes from October 11, 2022

Motion by Commissioner Kahn second by Commissioner McDonald to approve the minutes from October 11, 2022. Vote for: Unanimous. Motion carried

Public Comment - None

Old Business

1. LED sign update – Jim Nowak
 - a. Permit was submitted to MNSPECT and has been returned. The cost of the permit is \$1158.63. This will be paid using the funds collected.
 - b. Civics have allotted \$10,000 for the sign.
 - c. Jim will also be meeting with the Lions next month regarding funding and will be approaching others. Donations can be sent to the city office and noted for the LED sign.
 - d. Once donations have been received, manufacturing will begin.
 - e. Jim is considering having the polls galvanized and painted which will be more cost effective in the long run. May also have the polls blasted.
 - f. The original cost for the Silver Lake header was \$15,000. Jim stated that he can build it for \$7500. It will be stainless steel with LED lighting.
 - g. The parts for the polls will cost around \$600. Jim will submit a reimbursement form for those expenses.
 - h. Looking at Mid-March for starting to erect the sign.
 - i. Public Hearing will be set for Tuesday, February 14, at 7:00pm in the Auditorium.
2. Campground – tabled until spring.

New Business

1. Right of Way Ordinance
 - a. Presented ordinance for first reading by the Planning Commission.
 - i. City ROW extends 60 feet from the center of a street. Right-of-way (ROW) can vary in width, with most typically at 60' (generally assumed 30' either side of the street center). Since roads are typically 42' or so wide (can vary as well) the boulevard area between the curb and property line is usually 13 -14' wide. County roads typically have a 66' ROW, although they can be wider on main routes (80 – 100').
 - ii. Section 1.04 Administration: The Director shall be appointed by the Mayor. Will this be an annual appointment or is this an appointment of the Public Works Supervisor or Planning Commission Liaison?

- iii. Sec. 1.05 Utility Coordination Committee: Planning Commission and Public Works Supervisor.
- 2. Temporary Use Zoning Ordinance 2.19
 - a. Discussion was held regarding if the city wants to develop a temporary use ordinance regarding temporary buildings, trailers, and portable storage units. The Planning Commission does not recommend developing a new temporary use ordinance as they feel there are too many variables involved in defining what temporary means and what structures that would relate to.
- 3. 813 Main Street West Variance inquiry
 - a. Discussion as to whether a detached two stall garage can be turned into one-room living quarters for temporary use when visitors come and to offer it as an Air BNB. There will be no alterations to the structure of the building, just finishing the inside.
 - b. A variance would be needed:
 - i. To allow for a second water service. City Ordinance Section 4. Regulation of Water and Sewer Systems: Subd. 6. Water systems: item ii. Supply from one service. States “No more than one house or building shall be supplied from one service connection.”
 - ii. In the Zoning Ordinance Section 2.00. General Regulations Section 2.02 B Use Regulations; An accessory structure cannot be occupied as a separate dwelling unit.
 - 1. The property is zoned as R-1 Low-Density Residential which does allow for attached duplex dwellings.

Open Discussion - None

Motion by Commissioner Kahn second by Commissioner Penaz to adjourn the meeting. Vote for: Unanimous. Motion carried

Meeting Adjourned 7:38pm