

**MINUTES OF A REGULAR PLANNING COMMISSION MEETING HELD,
TUESDAY, MAY 13, 2014 – 6:30 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Chair Toni Honer. Roll call was taken and the following members were found to be present: Member Dale Borgmann, Member Jerry Tippelt, Member Vince Schaefer and Susan Palmer – Liaison.

Absent were: Member Rick Tallman

Staff members present were: Zoning Administrator Rena Weber & Administrative Assistant Mandy Lais.

Others present: Duane Willenbring

Chair Honer added the following to the agenda:

Resignation of Rick Tallman from the Planning Commission
Ruth Brown at 25284 Lake Road
Change of time for planning commission meetings

APPROVAL OF AGENDA/AMENDMENTS – Motion by Member Schaefer, second by Member Borgmann, to approve the agenda with amendments. Motion carried unanimously.

APPROVAL OF MINUTES 2/11/14 – Motion by Member Borgmann, second by Member Tippelt, to approve the 2/11/14 minutes. Motion carried unanimously.

New Business:

Darwin Voigt - Request for creating parking lot – one year period I-1

Zoning Administrator Rena Weber read the Staff report for Darwin Voigt.

She also stated this meeting is in regard to the lot in front of the bus shed. Mr. Voigt was approached about an opportunity that would entail having a lot available to park 100 cars/day and his bus company would shuttle the clients to their work area. Not storing equipment.

Re: Parking Lot Permit Request
76.42146.0807: Owners: Darwin Voigt
Property Address: 875 Prairie Court
Legal Description: Section 17, Township 123, Range 029
Lot 7, Block 2, Prairie Business Park

Permit Requested:

1. Approval to use a vacant lot as a parking lot for one year (August 2014 to July 2015)

Relevant Information:

1. This property is located in the I-1 District.
2. Property contains 1.01 acres more or less.
3. Ordinance interpretation: I-1

Subdivision 3: PERMITTED ACCESSORY USES

1. Open and outdoor storage when fully enclosed by fencing and screening.
2. Offices accessory to a principal use.
3. Fences as regulated by this Ordinance.
4. **Off street parking and loading regulated by this Ordinance.**

At first Darwin was talking about storing equipment then an IUP would be needed:

AN INTERIM USE PERMIT IS BEING REQUESTED AND IS GOVERNED BY THE FOLLOWING ZONING ORDINANCE REQUIREMENTS:

SECTION 9 GENERAL REQUIREMENTS SUBDIVISION 3 (2) COMMERCIAL/INDUSTRIAL USES

Commercial/Industrial Uses. Except as allowed by district use provisions, outside storage of equipment, materials and inventory as a principal or accessory use for commercial and industrial uses shall require an **interim use permit subject** to the provisions of this Ordinance and all non-residential outside storage shall conform to the following conditions:

SECTION 22 LIGHT INDUSTRIAL SUBDIVISION 6 (3) OPEN STORAGE

Review and Approval Required for Exception to Apply. The above exempt outdoor storage will only be permitted if approved by the City Council after review and recommendation by the Planning Commission. In any case, the area used for such storage must be screened from view from outside the premises by a fence of one hundred percent (100%) opacity, of a minimum height of eight (8) feet, with the maximum height to be determined by the City. Under no circumstances will open or outside storage be allowed within the setback areas. Storage shall not be allowed in a truck, trailer, or similar container

Recommendations:

1. Maintain existing drainage patterns over, under, and across their property.
Ask for plan on snow storage/removal.
Engineer's request – Cannot modify drainage swale between the lots
2. No additional driveways will be allowed. Access to & from this lot will be done through the bus shed lot. There is a drainage easement between the two lots that cannot be disturbed Engineer request need to replace any disturbed soil/turf.
3. Approve with these conditions.

Chair Honer questioned the hours the cars would be parked and if there were going to be any overnight parking?

Mr. Voigt stated only day-time hours, and no overnight parking that he knows of.

Zoning Administrator Rena Weber stated in her opinion it is off street parking.

Chair Honer asked if there is only going to be a mowed area for the cars to park on and no gravel being put down, so no impervious surface concerns.

Mr. Voigt stated yes, just mowing.

Zoning Administrator Rena Weber stated the engineer looked at plan for snow storage or removal and should be put to the rear of their parking lot. Also requested was to maintain the drainage and utility easement. Her concern with the dust free surface, will there be debris being brought onto the street.

Chair Honer stated it looks like the time frame is August 2014 to August 2015 and the ground is going to be frozen most of the time anyway.

Member Schaefer asked if he anticipated any re-grading?

Mr. Voigt stated he was just leaving it just the way it is.

Motion by Member Schaefer, second by Member Borgmann, to approve as presented with Mr. Vogt following the recommendations of the city engineer with the storm water management and snow removal.

Motion carried unanimously.

Zoning Administrator Rena Weber stated that we are in agreement that this will be a permitted use for the off street parking.

Chair Honer stated yes.

Vern Salzl/Franklin Sign Company – Review conditional use permit.

Zoning Administrator Rena Weber stated that the 10 year conditional use permit is up and we should make a decision on the sign and continue the conditional use permit. Do we have an issue with the sign on Vern Salzl's property? That's our billboard area; we have only three in the whole area.

Chair Honer stated no problem with it; the only concern was the content. So we put conditions on them for content.

Motion by Member Schaefer, second by Member Tippelt, to approve Mr. Salzl to continue with his conditional use permit for his sign. Motion carried unanimously.

Mr. John Vogt - Amend the RR Ordinance to allow more structures.

Zoning Administrator Rena Weber stated Mr. John Vogt, came in last year and wanted to keep his 2 corn cribs and use them for bird cages. At one time it was agricultural, and it was then rezoned residential when we became a city, and now he wants to zone it back to rural residential in order to keep all the

sheds and cages he has. We did make a change, in October 2012, see Ordinance 2012-76, we are trying to make it easier for the person to plat, example taking it from a ten acre and making it into two fives. We are not requiring them to have it platted. Platting is very expensive. Rezoning to RR wasn't going to help him because of the number of accessory structures.

Zoning Administrator Rena Weber stated from the September minutes, Mr. Vogt would like animals and rezone back to agriculture, he doesn't have 40 acres. And to rezone to RR, would still require a variance for four accessory structures and with the five acres and RR, he would be allowed one animal unit of 1000 pounds. He wants to keep 4 accessory structures and keep the peacocks in the corn cribs. Susan Palmer – Liaison, stated we should not amend this for just one person, let's look at why we did this in the first place. It wasn't developed so people could have a bunch of storage units.

Zoning Administrator Rena Weber stated it is the issue of the number of accessory structures under general requirements, Section 9 accessory building. Limits the number of accessory structures.

Chair Honer stated we could do an interim use permit or conditional use. We have the right to disallow use if there is abuse?

Zoning Administrator Rena Weber stated that they gave him a variance last year for him to keep the two corn cribs for a year. We stated it had to be rezoned to rr with in one year.

Member Tippelt recommended just 25% of buildable property.

Susan Palmer - Liaison stated concern with having no limit to the number of buildings.

Zoning Administrator Rena Weber read the following:

SECTION 16A: RURAL RESIDENTIAL DISTRICT "R-R DISTRICT"
Subdivision 1: PURPOSE AND GOALS

1. Purpose:

This district is established to provide areas for low density, rural residential structures in agricultural/rural areas on lands that due to substantial coverage by wooded areas, rock outcroppings, marginal soils, steep topographies where soil erosion is of risk and not conducive to long-term agricultural use; or negative impact on waterways from higher density residential is likely, etc. Some areas in this district are currently under agricultural production and can remain so. Residential development may be allowed in this district at an overall density up to 8 dwellings per 40 acres. Land within this district is not highly valued farmland nor is land located within any growth or expansion area of the City of Rockville. This district is likely located adjacent to agricultural areas and efforts to minimize land use conflict shall be a primary tool in approving development.

Zoning Administrator Rena Weber summarized that he has already been given the variance to have the two extra structures if he wants to have the exotic birds he has to rezone. So people will have to go through the variance procedure.

Motion by Member Borgmann, second by Member Tippelt, to leave the ordinance as is and request Mr. Vogt to rezone to have one animal unit. Motion carried unanimously.

Mr. Edelbrock on Rausch Lake Road –Subdivide 10 acres

Zoning Administrator Rena Weber brought up a request from Mr. Edelbrock on Rausch Lake Road. He has 10 acres of land and wants to divide it into 2 sections. This year, the neighboring lot is to come up for review for the feed lot. The person who purchased the adjacent lot is not interested in using the feed lot. Zoning Administrator Rena Weber stated she informed Mr. Edelbrock, if they want to build on it, they have to sub-divide it through a qualified minor sub-division, and to rezone to rural residential. It would require a public hearing and the cost is \$200, plus a \$46 dollar recording fee. Does it meet the criteria to subdivide into two parcels? A small portion of the land is under question, which has not been farmed for a long time, and is the feed lot active?

Chair Honer stated that has not been farmed for a long time.

Member Tippelt stated it has not been used as a feed lot for at least 6 years. A feed lot has to be used 2 of the 5 years.

Additions to the agenda:

DISCUSSION WAS HELD ON:

◆ Accepting Mr. Tallman's resignation.

Motion by Member Schaefer, second by Member Borgmann, to accept Mr. Tallman's resignation. Motion carried unanimously.

◆ Accepting new Planning Commission Members.

Motion by Member Borgmann, second by Member Schaefer, to request City Council to open up the vacancy on the Planning Commission. Motion carried unanimously.

◆ Changing Planning Commission Meeting time.

Motion by Member Borgmann, second by Chair Honer, to change the meeting time of Planning Commission Meetings to 6:00 pm. Motion carried unanimously.

◆ Ruth Brown – 25284 Lake Road, request City Administrator send a letter to homeowner to remove items; excess furniture, tires, camper, vehicles, etc. from their yard.

Motion by Member Borgmann, second by Member Tippelt, for City Administrator to create and send a letter to Ruth Brown to comply within 45 days. Motion carried unanimously.

◆ Weed and grass control on county lots in the Prairie Industrial Park. Possible fire hazard and concern with visibility.

Motion by Member Schaefer, second by Member Borgmann, for City Council to send a letter to Stearns County, Randy Schreifels to mow the tall grass. Motion carried unanimously.

◆ RV's on Grand Lake

ADJOURNMENT – Motion by Member Schaefer, second by Member Borgmann to adjourn the meeting at 7:35 PM. Motion carried unanimously.

MANDY LAIS
ADMINISTRATIVE ASSISTANT

TONI HONER
CHAIR