

CITY OF ROCKVILLE

P.O. BOX 93

ROCKVILLE, MN 56369

Planning/Zoning Commission Wednesday, January 6th, 2025 - 6:00 p.m. City Hall - 229 Broadway Street East

AGENDA

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Election of Officers**
 - a) Chair
 - b) Vice Chair
- 4. Approval of December 4th, 2024, Minutes**
- 5. Acknowledgement of December Building Permits**
- 6. Public Hearing-Interim Use Permit-25610 Burg Street**
 - a) Open Public Hearing
 - b) Close Public Hearing
 - c) Consider Approval of Interim Use Permit
- 7. Other Business**

Next Joint Meeting of the Planning Commission & City Council – Wednesday,
February 5th, 2025
- 8. Adjourn**

* This agenda has been prepared to provide information regarding an upcoming meeting of the Rockville City Planning Commission. This document does not claim to be complete and is subject to change.

**PLANNING/ZONING COMMISSION
MEETING HELD
December 4th, 2024 – 6:00 P.M. –
ROCKVILLE CITY HALL**

1. Roll Call

The meeting was called to order by Chair Becker. Roll call was held, and the following were found to be present: Dave Meyer, Jim Massmann, Chad Schmitt, Bill Becker, and Luke Greiner. Staff present were Bobbi Kessel, Administrator/Clerk; Duane Willenbring, Council Liaison and Justin Kanas, Bolton & Menk. Others present: Jim and Joyce Chan and various other members of the public.

2. Approval of Agenda

Motion by Member Meyer, second by Member Massmann, to approve the agenda, as presented. Motion carried.

3. Approval of November 6th, 2024, Minutes

Motion by Member Meyer, second by Member Schmitt, to approve November 6th, 2024, Minutes, as presented. Motion carried.

4. Approval of November Building Permits-Duly Noted

5. Public Hearing-Variance-25602 Lake Road

Chair Becker read the public hearing notice for 25602 Lake Road. The hearing was opened, and the public was invited to speak. No one came forward.

Motion by Member Meyer, second by Member Schmitt, to close the public hearing at 6:02 p.m., as presented. Motion carried.

Motion by Member Meyer, second by Member Schmitt, to recommend approval of the variance at 25602 Lake Road to city council, as presented. Motion carried.

STAFF REPORT

December 4th, 2024, and December 11th, 2024

Rockville Planning Commission; City Council

Re: Variance Request

Owner: Gary & Roxanne Plombon

Property Address: 25602 Lake Road, St Cloud, MN 56301

Variance Requested:

1. Variance to the rear yard (roadside) setback requirements in a R-1 Residential District/Shoreland District.

Section 8: Rules and Definitions

Subdivision 2: Definitions

“**LOT LINE FRONT**” means that boundary of a lot which abuts an existing or dedicated public street. The Riparian lot line front is the lake side.

“**RIPARIAN BACK YARD**” means land that abuts a public right-of-way affording primary access by pedestrians and vehicles to abutting properties, whether designated as a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, land, place or however otherwise designated.

“RIPARIAN FRONT YARD” means land that abuts the bank of a stream, river, lake, wetland, or another natural watercourse.

Construction Request:

1. Replace the current 21’ x 16’ garage with new 20’ x 21’ garage

Subdivision 27: SETBACK REQUIREMENTS

| Un-Classified | Setback from Road Roads City Road | Setback from Road Centerline* | Right-of-Way* |
|----------------------|--|--|----------------------|
| | | 63 | 30 |

Relevant Information:

1. The property is zoned R-1.
2. 12 notices of public hearing were sent out.
3. The current garage is approximately 6’ from the property line.
4. The street setback is 30 feet from ROW.
5. The garage is a legal non-conforming accessory structure.

Impervious Surface:

Lot size is 10,835. Proposed is 2,699 with mitigation

- 15% is 1,625
- 20% is 2,167
- 25% is 2,708

6. Molitor Family Trust-Rezone

Motion by Member Meyer, Second by Member Massmann, to recommend the approval of the rezoning to City Council. Motion carried.

7. Molitor Family Trust-Preliminary Plat

Discussion was had on the drainage swale and pond along the back of the properties. The city will need an easement/out lot to get back and maintain the pond.

Motion by Member Becker, Second by Member Grenier, to recommend the approval of the preliminary plat for the Molitor Family Trust with the 20-foot dedicated out lot on the east side, to City Council. Motion carried.

8. Other business

Next Planning Commission Meeting- Wednesday, January 6th, 2024

9. Adjournment

Motion by Member Massmann, second by Member Schmitt, to adjourn the meeting at 6:43 p.m. Motion carried.

Respectfully submitted,

**Bobbi Kessel
Administrator/Clerk**

| Parcel # | Reason | Address | Date | PERMIT # | Valuation | Permit \$ | Review | SSC | Fees | PAID |
|---------------|---------------------|-------------------|------------|-----------|--------------|-----------|--------|----------|-----------|------|
| 76.41950.0009 | Furnace Replacement | 601 Othmar Ln | 12/12/2024 | 24-000131 | \$ 5,500.00 | \$ 100.00 | | \$ 1.00 | \$ 101.00 | XCC |
| 76.42240.0206 | Mechanical | 8712 Crossing Dr | 12/12/2024 | 24-000132 | \$ 22,400.00 | \$ 363.25 | | \$ 11.20 | \$ 374.45 | Xcc |
| 76.42140.0010 | Mechanical | 25465 Pleasant Rd | 12/23/2024 | 24-000033 | \$ 9,618.00 | \$ 100.00 | | \$ 1.00 | \$ 101.00 | ck |
| | | | | | | | | \$ | - | |
| | | | | | | | | \$ | - | |

CITY OF ROCKVILLE
APPLICATION FOR INTERIM/CONDITIONAL USE PERMIT

Permit Fee: \$200 + Recording Fee: \$46.00 (per document)

Separate checks are required: 1 for Interim Use Permit & 1 for Recording Fee

Need a Copy of Deed

PLEASE NOTE: any costs (i.e. legal, engineering, administrative, Stearns County fee, etc.) incurred over and above the application fee are the responsibility of the petitioner)

Property Location/Address 25610 Burg Street, Rockville, MN 56301

Legal Description 02 -123 -029 PLEASANT LAKE HEIGHTS PLAT 3

Parcel # 76.42142.0063 **Currently Zoned** R-1

Explanation Of Request We have had chickens and ducks on the property for over a year now without issue and would request to continue to do so for the remainder of the chickens and ducks lives.


If replacing an existing structure, what will be done with the old structure? N/A

Has a variance request been made previously on this property? N/A If yes, when? _____

PROPERTY OWNER:

Name (Print) Justin & Heather Cvancara Phone (701) 471-8631

Address 25610 Burg Street, Rockville, MN 56301

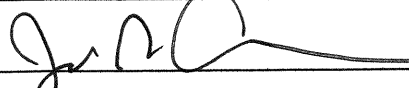
Signature  Date 11/12/24

**Signature of property owner shall serve as acknowledgement and authorization of this request.*

APPLICANT:

Name Justin & Heather Cvancara Phone (701) 471-8631

Address 25610 Burg Street, Rockville, MN 56301

Signature  Date 11/12/24

I hereby certify that I have read the above information and I agree with the terms.

OFFICE USE ONLY

| | | | | |
|----------|------------------------------|-------------|------|--------------------------|
| Permit # | <u>24-04IUP</u> | | | |
| R# | Interim Use Permit - Check # | <u>4609</u> | Date | <u>11.12.24</u> |
| | Reimb. For Invoice - Check # | <u>4610</u> | Date | <u>11.12.24</u> |
| | | | | 101.41000.34103 \$200.00 |
| | | | | 101.41000-34102 \$46.00 |

CITY OF ROCKVILLE
APPLICATION FOR INTERIM/CONDITIONAL USE PERMIT

Please use this for to explain how your request for an interim/conditional use permit meets the zoning requirements.

1. Not a burden on public facilities.

The chickens and ducks do not create additional burden on any public facilities.

2. Compatible with existing and planned adjacent uses.

The surrounding properties are fully developed and the chickens/ducks are housed in the back yard.

3. No adverse affect on adjacent properties.

The coop in question is well maintained, cleaned daily and does not present any strong odors. All of the animals present are females, which keeps their noise down. When noise does occur, it is for only short period and is comparable to other noise in the areas, such as natural wildlife, cars, recreational vehicles and kids. The coop as currently constructed is well within in our property and well within the building setback line.

4. Related to the needs of the City.

The chickens and ducks are considered pets to our family and their eggs are donated to a local food shelter.

5. Consistent with the Comprehensive Plan.

The coop is not built on a foundation and will be removed once the animals have passed, leaving no long term impact on the property.

6. Not a traffic Hazard.

The animals are located in the back yard and are not visible to traffic.

7. Adequate parking and loading.

Not applicable.

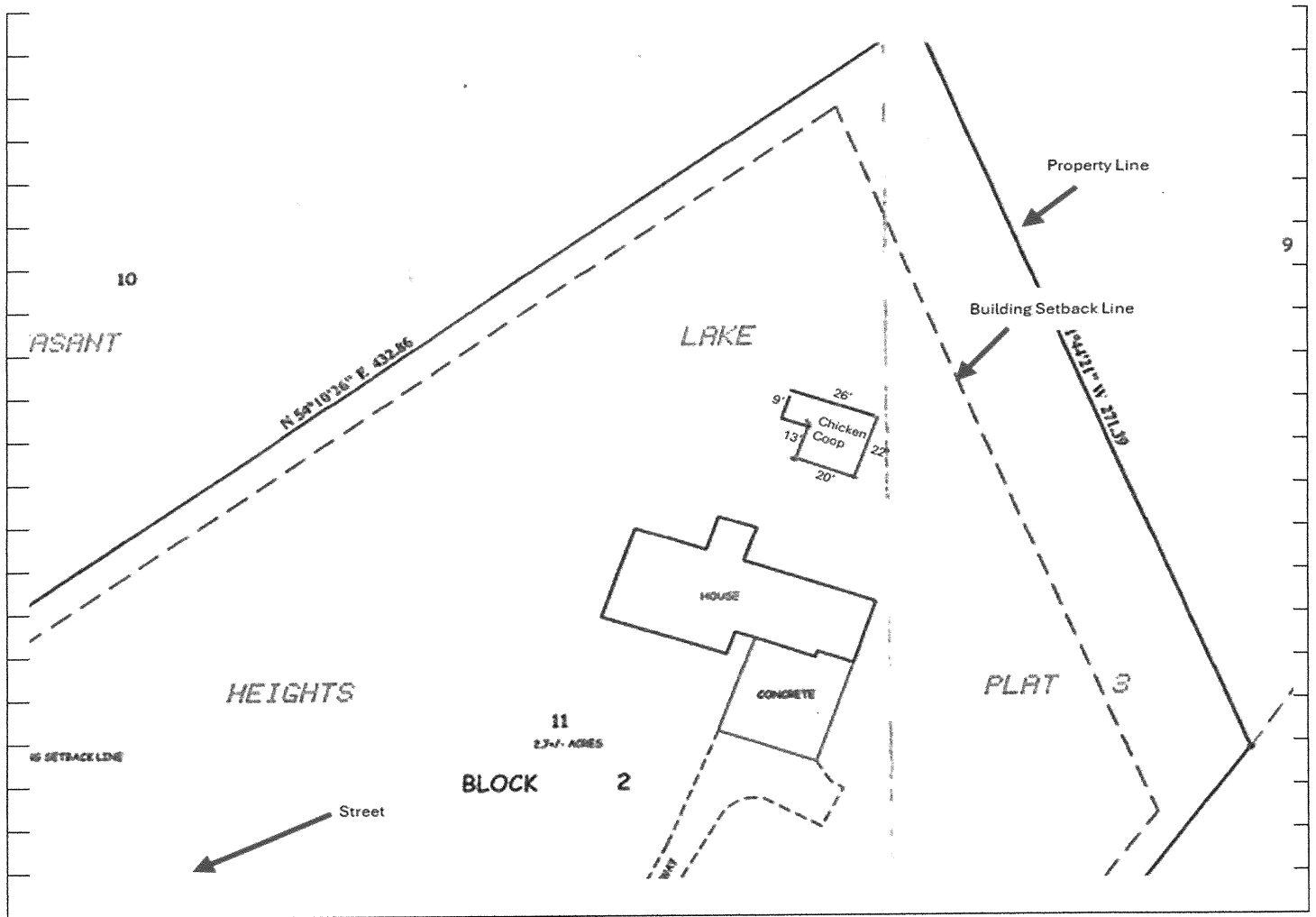
8. Not detrimental to health, safety, and welfare.

Our flock currently consists of two ducks and 7 small chickens. The amount of waste they generate is minimal and does not have any impact on the water or surrounding land.

9. Flood plan.

The coop was built on current land with no modification to the lay of the land and does not impact run off.


A conditional use permit cannot be granted unless evidence is presented that satisfies the conditions above. Failure to adequately provide such information may result in a denial of your request for a conditional use permit (attach additional sheets if necessary).



The undersigned hereby certifies that they are the owner of the property located at
25610 Burg Street, Rockville, MN 56301

And hereby agrees to locate the proposed Chicken coop
as shown by the diagram above if a variance is granted, and further certifies that the block plan shown by the diagram above is a current and correct plan of structures that exist on said property.

I hereby certify that I have read the above information and I agree with the terms.


Signature of Applicant

11/12/24
Date

STAFF REPORT

January 6, 2025, and January 8, 2025

Rockville Planning Commission; City Council

Re: Request for Interim Use Permit
Owner: Justin & Heather Cvancara
Property Address: 25610 Burg Street
Legal Description: PIN 76.42142.0063
Block 002 Lot 011 Subdivision Cd 28045 Subdivision Name PLEASANT LAKE HEIGHTS
PLAT 3, Section 02 Township 123 Range 029, Stearns County, Minnesota.

Interim Use Permit Requested:

1. Interim use permit is requested to allow farm animals, chickens & ducks, in the R-1 District.

Relevant Information:

1. This property is in the R-1 District.
2. Property contains 2.7 acres +/-
3. 12 notices of public hearing were sent out.
4. SECTION 17 R-1 Single Family Residential District Subdivision 5: Interim Uses (1) reads:
 1. Farm Animals
5. Stearns County Animal Unit Density Standards for AG:
Chickens-Layers under 5 lbs 0.003
Ducks-0.01

Recommendations:

Submitted by:
Bobbi Kessel
Zoning Administrator