

## **Planning Commission Minutes May 28, 2015**

### **Call to Order:**

The May 28, 2015 Planning Commission meeting was called to order at 5:00 pm by Chairman Steinhorst.

### **Adopt Agenda:**

Motion by Gabert and seconded by Noel to adopt the agenda as presented. Motion carried. 6/0

### **Roll Call:**

Those in attendance were Steinhorst, Henke, Gabert, Goller, Noel and Spilman. Excused- Thompson and Gruetzmacher.

Others in attendance: Paul Hanlon – Zoning Administrator, Greg DeValk – Enerpipe, and John Faucher – Press-Star.

### **Approval of the 04-23-15 Minutes:**

Motion by Gabert and second by Goller to approve the minutes of the 04-23-15 meeting as presented. Motion carried. 6/0

### **Request from Enerpipe for Extension of Temporary Use for Office Trailer – 17.03-2(4):**

Greg Devalk was in attendance to discuss his recent request of an additional 36 month extension for the temporary use of an office trailer. Goller asked Devalk to explain the request, since the office trailer has been on site for three years. Devalk explained Enerpipe is not sure about expansion options at the current site and would like some additional time to evaluate specific needs.

Hanlon explained the issue is Chapter 17.03-2(4) allows the Zoning Administrator to approve an 18 month temporary use with an additional 18 month extension. Both of those have been granted and there are no options for another extension.

Henke suggested the Planning Commission consider amending the ordinance to allow additional time by approval of the Planning Commission. The amendment was discussed and a motion was made by Spilman and seconded by Gabert to amend the current ordinance allowing extensions for temporary uses in excess of the 36 months. These can only be granted by the Planning Commission and will be done on a case by case basis. Motion carried. 6/0

### **Continued Discussion of Tiny Houses (Less than the required 960 sq. ft.)**

Members further discussed the issue of tiny houses. It was a consensus these dwellings would be best located in an area zoned and designated for them. They may also be considered for in-fill lots at some time in the future. The Planning Commission will continue to address this issue at a future meeting. The idea of tiny homes is something members are not opposed to, but it is something they feel needs to be further explored before making any recommendations on changing the Zoning Code or Subdivision Ordinance. No action taken.

### **Continue discussion of comparing Comprehensive Plan and Zoning Ordinances for consistency:**

#### **Other Matters:**

A discussion of the Utilities and Community Facilities elements was started.

Policy UCF 4 –

17.05-7 E.12. h. was determined to be less restrictive than current DNR regulations, so it will be omitted.

It was also decided that Chapter 18 will be amended to require property owners to be responsible for maintaining storm water retention / detention areas on private property.

Policy UCF 5 –

The issue addressed in this section is what happens if a property owner fails to perform the necessary maintenance on a storm water retention / detention area. The City would only do work on private property if the lack of maintenance threatened the City's infrastructure. That work would then be charged to the property owner in the form of a special assessment.

Policy UCF 9 –

This policy discusses going past properties located out of the City limits with new infrastructure which will serve property located within the City limits. The question being, is it more cost effective to install utilities at the time they go past the property and defer the assessment for those services until the land is annexed or is it better to not extend the services to the parcels within the City?

The current policy is to install the infrastructure in the right-of-way and defer any assessment until they are connected to the system, which requires annexation. No change is recommended.

Policy UCF 11 –

The requirements of a feasibility study for sanitary sewer, water and electric are listed in the Comprehensive Plan. A recommendation by East Central Regional Planning Commission would add storm sewer and electric service to the required. Members agreed those two services should be added.

Policy UCF 12 –

The Comprehensive Plan states the applicant will be responsible for the cost of a feasibility analysis. The Chapter 18.10 does not mention who will pay for the analysis. It was recommended to change the ordinance to require the applicant to pay for the analysis.

The above changes will be made as part of the overall amendment to the Municipal Code after the consistency comparison is complete.

**Other Matters:**

Next meeting June 25, 2015 at 5:00 pm.

**Adjournment:**

Motion by Henke, second by Goller to adjourn. Motion carried 6/0. Meeting adjourned at 6:00 PM.