

MINUTES OF PLANNING COMMISSION MEETING

November 9, 2015

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 9th day of November, 2015 at 6:30 PM

THE FOLLOWING MEMBERS WERE PRESENT: Chairperson Dean, Commissioner Borgstrom, Commissioner Sannes, Commissioner Stafford and Commissioner Torkelson

THE FOLLOWING WERE ABSENT: Commissioner Ferris and Commissioner Richette

THE FOLLOWING WERE ALSO PRESENT: Community Development Director Mike Martin, Admin Assistant Weigel and City Administrator Coleman

CALL TO ORDER: Chairperson Dean called the meeting to order at 6:30 PM.

MINUTES OF PREVIOUS PLANNING COMMISSION MEETING: Commissioner Stafford made a motion to approve the minutes from October 12, 2015; Commissioner Borgstrom seconded with all voting aye.

UPDATE: **Community Development Director Martin** updated the Commission on the easement in Kasson Meadows 6th Subdivision that the Council did agree and approved the vacation. The Subdivision Code Amendment is at the City Attorney's office. The County Conditional Use Permit was sent in and is included in their packet.

CUP REVIEW CHECKLIST: **Community Development Director Martin** explained his process when he is doing a finding of fact. **Commissioner Borgstrom** used the example of "It's my property I will do what I want" The job of a Planning and Zoning Commission is to protect the rights everybody so they can enjoy their property the same within the City of Kasson. **Commissioner Borgstrom** used the example of a resident moving in with too many animals and not cleaning up after them creating a smell. This is the reason we have zoning regulations. **Martin** stated that it's cheaper to have a zoning administrator than it is to higher three more cops. These findings of facts are intended to allow 6000 people to live within a mile of each other. Everyone needs to be treated fairly and everything needs to be written down and recorded.

VARIANCE REVIEW CHECKLIST: **Community Development Director Martin** stated that variances should be used in extraordinary circumstances. The extraordinary circumstance cannot be something of his/her own making or he/she was aware of or should have been aware of when the lot was purchased. If more than three of the same instances are submitted than we should look at amending the code. Ultimately the City Council will have the final decision.

RE-ZONE REVIEW CHECKLIST: **Community Development Director Martin** explained that this is more cut and dry. It's either contiguous or it's not contiguous. It's either listed in the zoning code or it's not. The Commissioners discussed spot zoning and different scenarios that have been presented in the past. Re-Zoning is very objective and will often get stopped by staff because criteria is not met.

Preliminary Plat & Final Plat Checklist: **Community Development Director Martin** explained that these are just yes and no answers. The engineers have a formula to determine how wide the street has to be, in Kasson the streets will be at least 37½ feet wide. Approving the preliminary plat is allowed with missing

items but the final can and will be denied if information is missing. If a problem is not found in the preliminary they can't be penalized for it in the final.

OTHER BUSINESS: **Chairperson Dean** asked if there was an ordinance that stated how long a street could be without interruption or intersections. **Community Development Director Martin** stated that yes there is. It's a matter if it is enforced or not. That is the job of the Planning Commission. Discussion was also had regarding traffic on 5th Ave NE and no stop signs from 7th Street NE to 1st St NE. General discussion regarding maintaining employees and employment was held amongst the Commissioners and what will happen once the Vikings stadium is done.

ADJOURN: Since the agenda had been met the meeting was adjourned at 7:31 pm.

ATTEST:

Krista Weigel
Administrative Assistant

Michael Martin
Community Development Director