

Approved 02/16/2023

**Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, January 18, 2023 6:00 p.m.
Community Center Meeting Room and Zoom**

Present: Jeff Lepper, Randy Rakosnik, Michael Seiler, and Tom Schramm

Absent: Jason Resseman

Visitors: Bonita Underbakke

Zoom Participants: Julie Meyer

Regular Meeting:

Member Seiler called the Regular Meeting to order at 6:00 p.m.

- A. Public Comments:** No comments were shared.
- B. Agenda:** Member Lepper motioned to approve the agenda as presented. Member Rakosnik seconded the motion. Motion carried with all in favor.
- C. Consent Agenda:** Member Lepper motioned to approve the Consent Agenda as presented. Motion seconded by Member Schramm. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, November 16, 2022
 - 2. T-Mobile – Antenna Maintenance

New Business:

- A. Comprehensive Plan Update**
 - a. Future Land Use and Housing Density:** Member reviewed estimates for updates from Bolton & Menk Engineering. As well, members reviewed the current zoning areas in town. Maps of the different neighborhoods in town will be printed for the next meeting, to allow members a chance to review detail. Additionally Administrator Peterson will bring forward details for a comprehensive plan including schedule for updating and estimated costs. Discussion to be continued.
- B. Semi-Tractor Trailer Parking:** The concern for a place to park semi-tractor trailers overnight in town was brought forward. Members reviewed the map, as well as noted concerns from neighbors. Member Seiler motioned to table the discussion. Member Lepper seconded the motion. Motion carried with all in favor.

Next Meeting: Wednesday, February 15, 2023 at 6:00 p.m.

Adjourn: Member Rakosnik motioned to adjourn the meeting at 6:28 p.m. Member Lepper seconded the motion. Motion carried with all in favor.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk

Approved 03/15/2023

Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, February 16, 2023 6:00 p.m.
Community Center Meeting Room and Zoom

Present: Jeff Lepper, Randy Rakosnik, and Michael Seiler

Absent: Jason Resseman and Tom Schramm

Visitors: Bonita Underbakke, Tamara Degarmo, Bridget Harvey, Wyatt Seabloom, Andy and Karen Heimdahl, Dave Lind, Zach Lind, and Karl Unnish

Zoom Participants: Julie Meyer

Regular Meeting:

Member Seiler called the Regular Meeting to order at 6:00 p.m.

A. Public Comments:

- a. Karen Heimdahl: Noted that they have submitted a request to be added to the agenda to begin a discussion to expand Sylvan Brewing.

B. Agenda: Member Lepper motioned to approve the agenda with the additions of Sylvan Brewing and Zoning Amendment to New business. Member Rakosnik seconded the motion. Motion carried with all in favor.

C. Consent Agenda: Member Lepper motioned to approve the Consent Agenda as presented. Motion seconded by Member Rakosnik. Motion carried with all in favor.

1. Minutes of the Regular Meeting, January 18, 2023
2. Kreidermacher - Siding Replacement

New Business:

A. June and July Meeting Schedule: Member Lepper noted that due to his teaching schedule he is not able to attend the June and July meetings. A suggestion was made to consider moving the meeting so that all members can attend. Member Seiler motioned to table the discussion until all board members were present. Member Lepper seconded the motion. Motion carried with all in favor.

B. Sylvan Brewing: Andy Heimdahl shared information that Sylvan Brewing plans to expand their business to also offer food. A commercial kitchen will be built in the far west building on their property. While this work is being completed they are requesting permission to put a Mobile Food Unit on the property to allow serving food as soon as this spring. The unit will be licensed by the Department of Health. Although there are no plans to move the unit, they would like to reserve the option to do so if necessary. There is some existing signage on the unit, however that side of the unit will be facing the building, and therefore will not be visible from the street. The unit will be placed completely on private property. Member Lepper motioned to table the discussion until the March meeting. Member Rakosnik seconded the motion. It was noted that the State of Minnesota requires formal permission from a municipality to allow a Mobile Food Unit to remain in place for longer than 21 days. Motion carried with all in favor.

C. Zoning Amendment Request: Administrator/Clerk Peterson noted that Parcel 190129020 is not currently assigned to a zoning district. The parcel was the former location of the City's Wastewater Treatment Facility. This parcel will now be owned by the Lanesboro Sales Commission, and therefore it is

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recommended that the area be zoned industrial. Peterson also reviewed the Future Land Use map from within the Comprehensive Plan, this parcel is shown to be industrial in the future. Member Rakosnik motioned to call for a Public Hearing at the March meeting to review the request. Member Seiler seconded the motion. Motion carried with all in favor.

Continued Business:

- A. Comprehensive Plan Update:** Generally a Comprehensive Plan is updated every 10 years, with an estimated cost of \$20,000 - \$40,000. Member Lepper motioned to table the discussion until funding can be attained to update the plan. Member Rakosnik seconded the motion. The importance of following the guidance within the Comprehensive Plan, and therefore no further action should be considered outside of the current Plan. Motion carried with all in favor.
- B. Semi-Tractor Trailer Parking:** Members noted the need for such parking, however also discussed the environmental and noise concerns for the community. Member Seiler motioned to table the discussion until April. Member Rakosnik seconded the motion. Motion carried with all in favor.

Next Meeting: Wednesday, March 15, 2023 at 6:00 p.m.

Adjourn: Member Rakosnik motioned to adjourn the meeting at 6:29 p.m. Member Lepper seconded the motion. Motion carried with all in favor.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk

Approved 04/19/2023

Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, March 15, 2023 6:00 p.m.
Community Center Meeting Room and Zoom

Present: Jeff Lepper, Randy Rakosnik, Jason Resseman, Tom Schramm, and Michael Seiler

Absent: None

Visitors: Bonita Underbakke, Andy Heimdahl, and Ruby Resseman

Zoom Participants: Karen Heimdahl and Ame Putman

Public Hearing: Zoning Amendment Request for 190129020: Member Resseman opened the hearing at 6:00 p.m. With no comments being shared the hearing was closed at 6:02 p.m.

Regular Meeting:

Member Resseamn called the Regular Meeting to order at 6:02 p.m.

- A. Public Comments:**No comments were shared.
- B. Agenda:** Member Lepper motioned to approve the agenda with the additions of Haugen and Sales Commision to New business. Member Seiler seconded the motion. Motion carried with all in favor.
- C. Consent Agenda:** Member Lepper motioned to approve the Consent Agenda as presented. Motion seconded by Member Rakosnik. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, February 15, 2023
 - 2. McKinney - Reroof Cabins
 - 3. Dungan - Porch Replacement, Window and Siding Replacement

New Business:

- A. Haugen:** Administrator/Clerk Peterson shared an application for installation of a roof mounted PV system. The suggested plan meets the requirements for compliance with our ordinance. Member Resseman motioned to approve the permit application. Member Rakosnik seconded the motion. Motion carried with all in favor.
- B. Lanesboro Sales Commission:** Administrator/Clerk Peterson shared an application for a variance request to build within 10 feet of the rear property line. Member Resseman motioned to call for a public hearing for April 10, 2023. Member Rakosnik seconded the motion. Motion carried with all in favor.

Continued Business:

- A. June and July Meeting Schedule:** Member Lepper noted that he will not be in attendance at the June or July meeting due to a work scheduling conflict.
- B. Sylvan Brewing:** Members shared that all of their questions had been answered last month, and there were no further concerns. Member Resseman motioned to approve placement of the food truck on private property to remain in place through 12/31/2023. Should a renewal be needed, the discussion would need to be brought back to the Planning & Zoning Commission. Administrator/Clerk Peterson will draft a letter noting the authorization. Motion carried with all in favor.
- C. Zoning Amendment Request for 190129020:** A request to zone parcel 190129020 was reviewed. It was noted that this parcel was previously owned by the City of Lanesboro and housed the old Wastewater Treatment Facility. Therefore there was not a zoning district identified with the parcel. In review of the

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Comprehensive Plan, the future land use map showed this area as industrial. For this reason a request to zone the parcel as industrial seemed acceptable. Member Resseman motioned to approve the rezoning request and forward to the City Council. Member Lepper seconded the motion. Members then reviewed the findings of fact:

1. Does the property owner propose to use the property in a reasonable manner not permitted by an official control?

Yes. The intended use of the property is in line with the regulations within the industrial district. Due to the fact the property was previously owned by the City of Lanesboro, it was not included in the original Zoning District map approved by the City Council.

2. Is the plight of the landowner due to circumstances unique to the property not created by the landowner?

Yes. The property was previously owned by the City of Lanesboro, and therefore was not included in the Zoning District map approved by the Lanesboro City Council. Additionally when reviewing the Future Land Use Map within the City's adopted Comprehensive Plan of 2020, this area is shown to be zoned industrial.

3. Will the variance, if granted, alter the essential character of the locality?

No. The zoning amendment, if granted, would be in agreement with the 2020 Comprehensive Plan for future land use of the area. Additionally, the property directly to the west is currently zoned industrial, as well as the property to the northwest of parcel 190129020. The parcel does not border any other district than Industrial, therefore the essential character of the locality would not be altered.

Motion carried with all in favor.

Next Meeting: Wednesday, April 19, 2023 at 6:00 p.m.

Adjourn: Member Resseman adjourned the meeting at 6:16 p.m.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk

Approved 05/17/2023

Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, April 19, 2023 6:00 p.m.
Community Center Meeting Room and Zoom

Present: Jeff Lepper, Randy Rakosnik, Jason Resseman, Tom Schramm, and Michael Seiler

Absent: None

Visitors: Bonita Underbakke, Rick & Cheryl Lamon, Phil Dybing, Kara Maloney, Melissa Wray, and Leah Steding

Zoom Participants: Darla Taylor

Public Hearing: Variance request for rear yard setback for 190129020: Member Resseman opened the hearing at 6:00 p.m. A review of the request was provided. With no comments being shared the hearing was closed at 6:03 p.m.

Regular Meeting:

Member Resseman called the Regular Meeting to order at 6:03 p.m.

- A. Agenda:** Member Rakosnik motioned to approve the agenda with the additions of Keasling and Another Time Ice Cream to the Consent Agenda. Member Lepper seconded the motion. Motion carried with all in favor.
- B. Public Comments:** No comments were shared.
- C. Consent Agenda:** Member Resseman motioned to remove the Driftless Trading Post Annual Sidewalk Permit from the Consent Agenda. Member Rakosnik seconded the motion. Motion carried with all in favor. Member Resseman motioned to table the Driftless Trading Post Annual Sidewalk Permit to clarify insurance information. Member Rakosnik seconded the motion. Motion carried with all in favor. Member Seiler motioned to approve the remaining Consent Agenda with the two additional items. Motion seconded by Member Rakosnik. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, March 15, 2023
 - 2. Lanesboro Arts - Annual Sidewalk Permit
 - 3. High Court Pub - Annual Sidewalk Permit
 - 4. VanMeter / Glynn - Garage and Office Addition
 - 5. Loney - Annual Chicken Permit
 - 6. Junko-Isle - Fence Replacement
 - 7. Susag - Deck Replacement
 - 8. McDonough - Fence Installation
 - 9. Campbell - Door, Roof, and Siding Replacement
 - 10. Keasling - Patio
 - 11. Another Time Ice Cream - Annual Sidewalk Permit

Continued Business:

- A. Lanesboro Sales Commission Variance Request:** Member Rakosnik motioned to approve the request for a 10 foot setback on the rear of the property. Member Resseman seconded the motion. Motion carried with all in favor.

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- B. Semi-Tractor Trailer Overnight Parking:** Member Seiler motioned to table the discussion. Member Rakosnik seconded the motion. Concerns were shared for the location, space availability, and residential properties. Motion carried with all in favor.

New Business:

- A. Lanesboro Sales Commission Building Permit:** Member Rakosnik motioned to approve the building permit as submitted. Member Seiler seconded the motion. Motion carried with all in favor.
- B. Mural - Lanesboro Arts:** Kara Maloney and Melissa Wray shared the final design of the mural to be installed at 204 Parkway Avenue North. The property owner has noted approval of the installation of the mural as well. Member Resseman motioned to approve the mural design and installation. Member Lepper seconded the motion. Motion carried with all in favor. Member Resseman motioned to recommend approval of the Heritage Preservation Commission. Member Rakosnik seconded the motion. Motion carried with all in favor.
- C. Rick and Cheryl Lamon - Preliminary Plat submission:** Rick and Cheryl Lamon presented a drawing of the potential development Lamon Heights. It was noted that an electronic copy of the plans was required for submission, in order to begin the review process. The Lamon's would like to consider splitting parcel 190398100 in order to build on the west side of the lot. Additionally the Lamon's would like to consider a City and County Tax Abatement program for the development. Administrator Peterson will look into the possibility of splitting the lot, as well as the procedure for being considered for tax abatement. Discussion to be continued.

Next Meeting: Wednesday, May 17 2023 at 6:00 p.m.

Adjourn: Member Resseman adjourned the meeting at 6:39 p.m.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk

Approved 06/21/2023

Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, May 17, 2023 6:00 p.m.
Community Center Meeting Room and Zoom

Present: Jeff Lepper, Randy Rakosnik, Jason Resseman, Tom Schramm, and Michael Seiler

Absent: None

Visitors: Bonita Underbakke

Zoom Participants: None

Regular Meeting:

Member Resseamn called the Regular Meeting to order at 6:00 p.m.

- A. Agenda:** Member Seiler motioned to approve the agenda with the additions of Cropp and Thibeault to the Consent Agenda, Bunge Variance to New Business, and Miscellaneous. Member Lepper seconded the motion. Motion carried with all in favor.
- B. Public Comments:** No comments were shared.
- C. Consent Agenda:** Member Seiler motioned to approve the Consent Agenda as presented with the two additional items. Motion seconded by Member Rakosnik. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, April 19, 2023
 - 2. Driftless Trading Post - Annual Sidewalk Permit
 - 3. Bothun - Egress Window Installation
 - 4. Moore - Fence Installation
 - 5. Clara's Eatery - Annual Sidewalk Permit
 - 6. Boho - Sign Installation
 - 7. Cropp - Garage Residing
 - 8. Thibeault - Covered Deck

Continued Business:

- A. Semi-Tractor Trailer Overnight Parking:** Member Lepper motioned to table the discussion indefinitely or until an idea comes forward. Member Schramm seconded the motion. Motion carried with all in favor.

New Business:

- A. Bunge Variance Application:** Member Resseman motioned to accept the application and call for a Public Hearing for the June meeting. Member Lepper seconded the motion. Motion carried with all in favor.

Miscellaneous:

- A. Sidewalk Permit Denial:** An application and payment was received by mail to allow music to be played on any sidewalk in Lanesboro with a request to have the insurance requirement waived. As the insurance requirement is set by Ordinance, the application was marked denied. A copy of the ordinance along with the application and payment was returned to the applicant.

Next Meeting: Wednesday, June 21, 2023 at 6:00 p.m.

Approved 06/21/2023

Adjourn: Member Resseman adjourned the meeting at 6:06 p.m.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk

Approved 07/20/2023

Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, June 21, 2023 6:00 p.m.
Community Center Meeting Room and Zoom

Present: Jason Resseman, Tom Schramm, and Michael Seiler

Absent: Jeff Lepper and Randy Rakosnik

Visitors: Don Bell, Anna Loney, Andy Bunge, Alex Gehrig, Kyle Olson, and Jon Buggs

Zoom Participants: Jeff Anneke, Dala Taylor, Mitchell Walbridge

Public Hearing - Variance request for 104 Parkway Avenue South for Parking Requirements: Member Resseman opened the Public Hearing at 6:00 p.m. Kyle Olson with the DBS Group was available to help answer questions. With no other comments shared the hearing was closed at 6:03 p.m.

Public Hearing - Variance request for 711 Calhoun Avenue South for Set-Back Requirements: Member Resseman opened the Public Hearing at 6:03 p.m. Alex Gehrig, the property owner noted that he would like to build an 8' x 12' deck. With no further comments the hearing was closed at 6:06 p.m.

Regular Meeting:

Member Resseman called the Regular Meeting to order at 6:06 p.m.

- A. Agenda:** Member Seiler motioned to approve the agenda with the addition of Lamon permit to the Consent Agenda. Member Schramm seconded the motion. Motion carried with all in favor.
- B. Public Comments:** No comments were shared.
- C. Consent Agenda:** Member Seiler motioned to approve the Consent Agenda as presented with the one additional item. Motion seconded by Member Resseman. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, May 17, 2023
 - 2. Jacobson - Window installation
 - 3. Goetzke - Permit for Chickens
 - 4. Goetzke - Building Permit Renewal
 - 5. Oppenheimer - Deck addition
 - 6. G-Cubed Development - New windows and decks
 - 7. Paddle On Coffee - Annual Sidewalk Permit
 - 8. Paddle On Coffee - Sign Permit
 - 9. Heimdahl - Patio improvements

New Business:

- A. Bunge Variance Application:** Administrator Peterson noted according to the current zoning ordinance there would be 43 parking spaces that would be required for the proposed project. Given the location there are only five parking spaces available. Member Resseman motioned to approve the variance request as presented for required parking spaces. Member Seiler seconded the motion. The proposed development aligns with the size, uses, and character of the Commercial downtown district. This development will create community growth through added housing, commercial opportunity, and lot infill development. These are in-line with the comprehensive plan. The proposed development will be of

similar use and appearance to the original building with Commercial on the main floor and residential on the upper level. This building will be replacing a property destroyed by fire. As such there are few viable options to replace a building to meet the current parking requirements. The development will be in keeping with the downtown commercial and historic district. Motion carried with all in favor.

- B. Gehrig - Variance Application, Building Permit:** Administrator Peterson noted that the required set-back is 30', therefore the request is for a 15' set-back. Member Resseman motioned to approve the set-back variance requested. Member Schramm seconded the motion. The improvement will cover and improve on an existing, original structure. It will improve upon existing stairs that are degraded and provides an outdoor area in the front of the house that will increase community interaction. It does not significantly increase the current structural footprint of the home and provides for additional space to recreate and be visible to the community. The original structure is currently only 26' from the property line, and therefore does not currently meet the setback requirements. The new deck will blend well with the house and will add to the outdoor feel of the neighborhood. Motion carried with all in favor. Member Resseman motioned to approve the building permit as presented. Member Seiler seconded the motion. Motion carried with all in favor.
- C. Bell - Retaining Wall:** Administrator Peterson shared that there is an existing private improvement within a public right of way. The topography in the area would make it extremely difficult to make public improvements to widen the road, as well a vacation would not necessarily benefit the public. Therefore Peterson requested a recommendation be given to the City Council to allow for the private improvements within the public right of way. Member Resseman motioned to recommend approval of the private improvements within the public right of way to the existing retaining wall with no cost or maintenance responsibility to the City. Member Seiler seconded the motion. Motion carried with all in favor. Member Resseman motioned to approve the building permit for the retaining wall contingent on the approval from the City Council for the private improvements within a public right of way. Member Seiler seconded the motion. Motion carried with all in favor.
- D. 2023 Code of Ordinance Update - Zoning Ordinance:** Administrator Peterson noted that she is currently working to format the Basic Code to meet the Lanesboro specifications. A draft of those ordinances will be presented at the July Zoning meeting.

Next Meeting: Wednesday, July 19, 2023 at 6:00 p.m.

Adjourn: Member Resseman adjourned the meeting at 6:24 p.m.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk

Approved 8/16/23

**Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, July 19, 2023 6:00 p.m.
Community Center Meeting Room and Zoom**

Present: Jason Resseman, Randy Rakosnik, and Michael Seiler

Absent: Jeff Lepper and Tom Schramm

Visitors: Cheryl Neary, Mitchell Walbridge, Matt Dieser, and Luke Dieser

Zoom Participants: None

Regular Meeting:

Member Resseman called the Regular Meeting to order at 6:00 p.m.

- A. Agenda:** Member Rakosnik motioned to approve the agenda with the following additions to the Consent Agenda: Kreidermacher, Vukelich, Harris, Sylvan Brewing, Cullen, and Dybing. As well McCabe to New Business. Member Seiler seconded the motion. Motion carried with all in favor.
- B. Public Comments:** No comments were shared.
- C. Consent Agenda:** Member Seiler motioned to approve the Consent Agenda with the added items. Motion seconded by Member Rakosnik. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, June 21, 2023
 - 2. Kreidermacher - Egress Window
 - 3. Vukelich - Egress Window
 - 4. Harris - Fence
 - 5. Sylvan Brewing - Door and Window Replacement
 - 6. Cullen - Replace Roofing
 - 7. Dybing - Replace Roofing

New Business:

- A. Neary - Building Permit and Work in the Right of Way Permit**
 - a. Retaining Wall and Sidewalk Discussion:** Member Resseman motioned to recommend approval of the private improvements within the public right of way to the existing retaining wall with no cost or maintenance responsibility to the City. Member Seiler seconded the motion. Motion carried with all in favor. The building permit for the retaining wall will be contingent on the approval from the City Council for the private improvements within a public right of way.
 - b. Storage Shed and Carport:** The carport was removed from the request per the applicant. Given the fact the shed is on skids no permit is required, as well no permit fee is applicable.
- B. Lamon Heights - Request to call for a Public Hearing:** Member Rakosnik motioned to call for the Public Hearing to review the preliminary plat application. Member Seiler seconded the motion. Motion carried with all in favor.
- C. Dieser - Conditional Use Permit Application, request to call for a public hearing:** Discussion was had regarding the request, as well if it could be considered a variance request for a determined period of time. Member Rakosnik motioned to call for a hearing for the Conditional Use Permit. Member Seiler seconded the motion. Member Rakosnik then motioned to amend the original motion to note the Hearing would be for a Variance request. Mayor Resseman seconded the motion. Motion carried with

Approved 8/16/23

all in favor. The applicant will verify the requested time frame with Administration no later than July 31, 2023. A vote was then called for the amended motion, the motion carried with all in favor.

D. McCabe - Retaining Wall: Member Seiler motioned to approve the application as submitted to replace an existing retaining wall. Member Rakosnik seconded the motion. Motion carried with all in favor.

Next Meeting: Wednesday, August 16, 2023 at 6:00 p.m.

Adjourn: Member Resseman adjourned the meeting at 6:27 p.m.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk

Approved 9/20/23

Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, August 16, 2023 6:00 p.m.
Community Center Meeting Room and Zoom

Present: Jason Resseman, Randy Rakosnik, Tom Schramm, Jeff Lepper and Michael Seiler

Absent:

Visitors: Mitchell Walbridge, Matt Dieser, Luke Dieser, Kyra Lawrow, Dan Zemke, Rick and Cheryl Lamon, Bonita Underbakke, Jon & Sarah Pieper, Lester Dunn, Brian Malm, and Stacey Schultz.

Zoom Participants: None

Public Hearing 6:00 p.m: Dieser Variance Application for a camper to be placed on the property- Mayor Resseman opened the public hearing. Comments were heard from the following individuals:

- Lester Dunn introduced himself as a resident near the property. He cautioned the commission that by allowing this variance additional requests for campers may arise in the area and would not be beneficial.
- Matt Dieser noted that the request allows for situational use not available to all. The camper is used for temporary use during the restoration of the property.
- Sarah Pieper owns the adjacent property and noted issues of trees from her property being removed. Sarah questioned if a set back from the property line would be appropriate.
- Luke Dieser shared that he has been in communication with Jon Pieper and has a survey of the property. He noted that buck thorn was being removed.
- Jon Peiper cautioned that precedence is being set if the camper is allowed. He suggested that if approved a set back is required and a composting outdoor facility is necessary.
- Kyra Lawrow shared that the camper does have facilities to use and they often take advantage of facilities in town.

With no additional comments Member Resseman closed the Public Hearing at 6:13 p.m.

Public Hearing 6:15 p.m (or immediately following the previous hearing, whichever is later) Lamon Heights

Addition, Preliminary Plat Review-Mayor Resseman opened the public hearing at 6:15 p.m. Comments were heard from the following individuals:

- Rick Lamon and Dan Zemke noted the plat included 10 residential lots. Due to the area's terrain the road right away requested has been reduced. Lot A is available for a storm water pond. Grading and tree removal will require much consideration between property owners and the developer.
- Brian Malm cautioned the commission that grading with private control gives the city no authority, and he noted that no easements between property owners could result in issues for grading onto another property. A mass grading of the area would eliminate that issue, or a grading plan could be required as part of the Development Agreement.
- Sarah Pieper shared that the width of the proposed road is a concern and would not allow for much if any visitor parking along the street.

Approved 9/20/23

- Jon Pieper who is the chair of the LPU commission is concerned about the cost of adding electricity and other utility costs for the development are not currently budgeted for.

With no additional comments Member Resseman closed the Public Hearing at 6:42 p.m.

Regular Meeting:

Member Resseman called the Regular Meeting to order at 6:42 p.m.

- A. Agenda:** Member Rakosnik motioned to approve the agenda with the following additions to the Consent Agenda: Deden-Blacktop Driveway and Rein- Deck. Member Seiler seconded the motion. Motion carried with all in favor.
- B. Public Comments:** No comments were shared.
- C. Consent Agenda:** Member Seiler motioned to approve the Consent Agenda with the added items. Motion seconded by Member Lepper. Motion carried with all in favor.
 1. Minutes of the Regular Meeting, July 19, 2023
 2. Bakke-Replace Roof
 3. Sylvan Brewing-Roof Material Replacement
 4. Webb- Prescribed Grazing
 5. Keefe- Replace roof and siding, repairs to roofline
 6. Olson- AC replacement
 7. Oppenheimer- Garage
 8. Semmen- Replace siding and roofing, repair and addition of porch
 9. Berg-Prescribed Grazing
 10. Berg-Ramp and Driveway
 11. Sons of Norway- Prescribed Grazing
 12. Cecko- Patio, apron and sidewalk
 13. Deden- Blacktop Driveway
 14. Rein- deck installation

D. Continued Business:

- a. Lamon Heights- Preliminary Plat consideration:** A motion was made to approve the preliminary plat removing condition # 4 from the engineers recommendations and adding a grading plan to the Development Agreement by Member Resseman and seconded by Member Rakosnik. Motion carried all in favor. Condition 4 states: *The applicant's engineer shall review lot grading to determine whether future individual lot grading will impact adjacent lots and if so, propose a solution to avoid future property owner disputes, for consideration by the City.*
- b. Dieser- Variance Request:** A motion was made to approve the variance request by Member Rakosnik and seconded by Member Lepper. Discussion was had regarding the 10 year timeline. A motion was made to amend the previous motion to include a 1 year time period, the addition of portable facilities and to ensure the camper is not encroaching the property line by Member Resseman and was seconded by Member Rakosnik. Motion carried with Member Lepper voting no. The amended motion to approve the variance request for 1 year carried all in favor.

E. New Business:

- a. Ferrie- Siding and Windows:** A motion to approve the permit application was made by Member Resseman and seconded by Member Seiler. Motion carried all in favor.

Approved 9/20/23

- b. Schmitz- Retaining wall:** Administrator Peterson noted the wall meets guidelines. A motion to approve the permit was made by Member Resseman and seconded by Member Seiler. Motion carried all in favor.

Next Meeting: Wednesday, September 20, 2023 at 6:00 p.m.

Adjourn: Member Resseman adjourned the meeting at 6:55 p.m.

Respectfully Submitted,
Darla Taylor
Deputy Clerk

Approved 10/18/23

**Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, September 20, 2023 6:00 p.m.
Community Center Meeting Room and Zoom**

Present: Jason Resseman, Randy Rakosnik, Tom Schramm, Jeff Lepper and Michael Seiler

Absent:

Visitors: Mitchell Walbridge, and Darla Taylor

Zoom Participants: Bonita Underbakke

Regular Meeting:

Member Resseman called the Regular Meeting to order at 6:00 p.m.

- A. Public Comments:** No comments were shared.
- B. Agenda Approval:** A motion was made to approve the agenda with the addition of Bonney Conditional Use Permit Application to New Business by Member Rakosnik and seconded by Member Lepper. Motion carried all in favor.
- C. Consent Agenda:** Member Lepper motioned to approve the Consent Agenda. Motion was seconded by Member Rakosnik. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, August 16, 2023
 - 2. Lanesboro School-Re Roof announcers stand at football field
 - 3. Acentek- Re-shingle 114 Parkway Ave N
 - 4. Good Food LLC- Window Decal 201 Parkway Ave N
 - 5. Cullen- Egress window 701 Fillmore Ave S
 - 6. Benson-Remove stucco and re-side front of building 105 Elmwood St E
 - 7. Ethen-Re-Roofing 701 Rochelle Ave S
- D. Continued Business:**
 - a. Lamon Heights-** Mayor Resseman gave a quick update. The county has approved the tax abatement also. A development agreement will be the next step to be worked on.
- E. New Business:**
 - a. Bonney- Conditional Use Permit Application:** A motion was made to call for the CUP Public Hearing at the November 15th meeting by Member Resseman and seconded by Member Lepper. Motion carried all in favor.

Next Meeting: Wednesday, October 18, 2023 at 6:00 p.m.

Adjourn: Member Resseman adjourned the meeting at 6:04 p.m.

Respectfully Submitted,

Darla Taylor
Deputy Clerk

Approved 11/15/2023

**Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, October 18, 2023 6:00 p.m.
Community Center Meeting Room and Zoom**

Present: Jason Resseman, Randy Rakosnik, Tom Schramm, and Michael Seiler

Absent: Jeff Lepper

Staff : Darla Taylor

Visitors: Bonita Underbakke

Regular Meeting:

Member Resseman called the Regular Meeting to order at 6:00 p.m.

- A. Public Comments:** No comments were shared.
- B. Agenda Approval:** A motion was made to approve the agenda with the addition of Bonney Conditional Use Permit Application to Continued Business by Member Seiler and seconded by Member Rakosnik. Motion carried all in favor.
- C. Consent Agenda:** Member Seiler motioned to approve the Consent Agenda. Motion was seconded by Member Schramm. Motion carried with all in favor.
 - 1. Minutes of the Regular Meeting, September 20, 2023
 - 2. Nagle-Replace Retaining Wall 116 E Coffee St
 - 3. Thompson- Demolish 101 Norway Dr
- D. Continued Business:**
 - a. Lamon Heights-** Mayor Resseman shared that the development agreement is being reviewed by the city attorney, city engineer and the city administrator currently. After the review is complete a meeting will be scheduled with the developer.
 - b. Bonney Conditional Use Permit:** It was noted that the property is zoned R1 and the Conditional Use Permit does not meet the R1 zoning requirements. A motion was made by Mayor Resseman and seconded by Member Rakosnik to deny the conditional use permit application. Motion carried all in favor.
- E. New Business:**
 - a. Fred Keil Memorial Bench:** Mayor Resseman shared that the city council had sent the bench request back to P&Z and Park Board for consideration of guidelines when accepting donations to be placed in public spaces. A motion was made by Mayor Resseman and seconded by Member Seiler to table the discussion. Motion carried all in favor.
 - b. McKinney Variance Request:** A motion was made by Member Rakosnik and seconded by Member Schramm to call for a public hearing on November 15th at 6pm for the variance request. Motion carried all in favor.
 - c. 2024 Term Renewal-** Member Seiler is interested in continuing to serve on the planning and zoning commission. Staff will also check with Member Lepper on his interest to serve another term.

Next Meeting: Wednesday, November 15, 2023 at 6:00 p.m.

Approved 11/15/2023

Adjourn: Mayor Resseman adjourned the meeting at 6:12 p.m.

Respectfully Submitted,

Darla Taylor
Deputy Clerk

Approved 1/17/24

**Lanesboro Planning and Zoning Commission
Regular Meeting
Wednesday, November 15, 2023 – 6:00 p.m.
Lanesboro Community Center Meeting Room and Zoom**

Present Members:

 X Jason Resseman X Michael Seiler X Jeff Lepper
 Randy Rakosnik X Tom Schramm

Staff:

 X Mitchell Walbridge X Darla Taylor

Guests: Bonita Underbakke, Mark Bonney, Brenda Bonney, Joe Deden, Mary Bell, Sarah Kohn, Scott Taylor

Public Hearing – McKinney Variance Request

Member Resseman called to order the public hearing for a variance application for parcel ID 190315000, the property at 607 Fillmore Avenue S, as the property owner would like to construct a carport that would not meet side yard setback requirements as recorded in the city’s Land Use Ordinance Chapter 151.21. There were no public comments. Member Resseman closed the public hearing at 6:04 p.m.

Public Hearing - Bonney (Lanesboro Landing) Request for Zoning Amendment

Member Resseman called to order the public hearing for a Zoning Amendment for parcel ID 190032000 and parcel ID 190032020, the properties at 100 and 102 Rivers Edge Drive, as the property owner requested rezoning the property from R-1 Single Family Residential District to C2-Highway Commercial District.

- Scott Taylor spoke in support of the Bonney’s request for zoning amendment, noting he felt the Bonneys’ plans for a resort business was appropriate use of the property.
- Mary Bell commented she would like to see more opportunities for tourists to stay in Lanesboro and have more opportunities in town.
- Brenda Bonney stated she was open to any questions that commission members may have regarding the application.

Member Resseman closed the public hearing at 6:07 p.m.

Regular Meeting:

Member Resseman called the Regular Meeting to order at 6:08 p.m.

- A. Public Comments:** No comments were shared.
- B. Agenda Approval:** Member Seiler motioned to approve the agenda as presented. Member Lepper seconded the motion. Motion carried with all in favor.
- C. Consent Agenda:** Member Lepper motioned to approve the consent agenda. Member Schramm seconded the motion. Motion carried with all in favor.
 - a. Minutes of the Regular Meeting, October 18, 2023
 - b. 401 Parkway Avenue S Prescribed Grazing Permit
- D. New Business:**
 - a. **McKinney Variance:** Member Resseman motioned to recommend the city council approve a side yard setback variance request submitted by applicant Vicky McKinney. Member Seidler seconded the motion. Members discussed the practical difficulties associated with the variance request. The commission determined that the construction of a carport falls in line with reasonableness for the single-family residential district. Members also recognized the landowner’s situation arose out of circumstances unique to the property not caused by the landowner, particularly the lot size. It was concluded that the essential character of the property and area of the locality. After discussion, the motion was carried with all in favor.

Approved 1/17/24

- b. Bonney (Lanesboro Landing) Request for Zoning Amendment:** Member Resseman motioned to recommend the city council approve the rezoning application submitted by Mark and Brenda Bonney to change parcel ID 190032000 and parcel ID 190032020 to C-2 Highway Commercial District. Member Lepper seconded the motion. Commission members discussed practical difficulty factors. Members noted that the property use will be used in a reasonable manner given the zoning classifications and uses of properties adjacent to the Bonneys' land parcels. The commission also noted that given business activity in the area and the geographical area that the parcels are located, a C-2 Highway Commercial District classification would be more appropriate given the property's uniqueness. Commission members considered previous commercial activity that once took place on the property and did not have concerns that the essential character of the property or the locality would be altered. After discussion, the motion was carried with all in favor.
- c. Commercial Building – Storage Regulations:** Member Resseman motioned to remove this item from the Planning and Zoning Commission agendas until further recommendation is provided from the Lanesboro EDA. Member Lepper seconded the motion. Motion carried with all in favor.
- d. Procedure for Acceptance of Artwork Donated to the City:** City Administrator Walbridge shared that a first and working draft of an ordinance for the acceptance of artwork to the city was shared with commission members. Administrator Walbridge stated members could submit suggestions or feedback on the draft to him via email. Member Resseman motioned to table. Member Lepper seconded the motion. Motion carried with all in favor.

E. Miscellaneous

- a. December 20, 2023 Planning and Zoning Regular meeting:** Noting that it is a holiday week, member Resseman motioned to cancel the December meeting of the Planning and Zoning Commission. Member Seiler seconded the motion. Administrator Walbridge stated he would communicate with the chairperson if any urgent business would require action prior to the January 17, 2024 meeting. Motion carried with all in favor.

Adjourn: Member Resseman adjourned the meeting at 6:21 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk