Lanesboro Planning & Zoning Agenda Wednesday, February 21, 2024 6:00 pm

Lanesboro Community Center Meeting Room and Zoom

*Zoom is provided as a way to offer more accessibility to council and committee meetings.

However, due to potential technical issues, full functionality is not guaranteed*

Join Zoom Meeting

https://us02web.zoom.us/j/82633150353?pwd=L2dOT3BqeE9MSHFGSFp5b0ZpL0JHdz09 Meeting ID: 826 3315 0353 Passcode: 400815 Dial by your location • +1 312 626 6799 US (Chicago)

Call the Planning & Zoning Meeting to Order:

- A. Agenda Approval
- B. Public Comments
- C. Consent Agenda
 - a. Minutes of the Regular Meeting, January 17, 2024
 - b. 5th Sun Gardens, LLC 2024 Annual Sidewalk Permit Application
- D. Continued Business:
 - a. Zach Lind Business Proposal
- E. New Business
 - a. Rick Lamon Building Permit Application (Parcel ID 190398100)
 - b. Development Planning Checklists
 - c. Discharge of Firearms & Hunting within City Limits

Next Meeting: Wednesday, March 20, 2024 at 6:00 p.m.

Adjourn Regular Meeting

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

Lanesboro Planning and Zoning Commission Regular Meeting Wednesday, January 17, 2024 – 6:00 p.m. Lanesboro Community Center Meeting Room and Zoom

Present Members: X Jason Resseman X Randy Rakosnik	Michael Seiler Tom Schramm	X_ Jeff Lepper
Staff: X Mitchell Walbridge	X_ Darla Taylor	
Guests: Brooke Pfeffer, Bon	ita Underbakke, Jeff Brogle,	Patty Brogle, Zach Lind, Stacey Schultz

Public Hearing - Simple Lot Split Application for 401 Dupont Street

Member Resseman called the public hearing to order at 6:04 p.m. No comments were shared. Member Resseman closed the public hearing at 6:08 p.m.

Regular Meeting

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

- A. Agenda: City Administrator Walbridge requested that Downtown Commercial District Land Use be added to the agenda under New Business. Member Lepper entered a motion to approve the agenda with the addition; Member Rakosnik seconded the motion. Motion carried with all in favor.
- B. Public Comments: No comments were shared.
- C. Consent Agenda:
 - a. Minutes of the Regular Meeting, November 15, 2023
 - b. Egge Building Permit
 - c. Hummel Building Permit #1
 - d. Hummel Building Permit #2
 - e. Skelley Lanesboro Building Permit Application
 - f. Brogle Building Permit Application

Member Lepper motioned to approve items a-e on the Consent Agenda and move Brogle – Building Permit Application to New Business; Member Resseman seconded the motion. Motion carried with all in favor.

New Business:

- A. Simple Lot Split Application 401 Dupont Street: Member Resseman entered a motion to recommend approval of the simple lot split application to the city council; Member Rakosnik seconded the motion. Motion carried with all in favor.
- **B. Driftless Trading Post Operations:** Zach Lind was present to share his intentions to operate his business, Driftless Trading Post, at 105 ³/₄ Parkway Avenue North. Lind stated his plan is straightforward to operate a permanent food stand on the lot. The unit would not be mobile and would not leave the property. Commission members requested to review plans including detailed drawings, a final layout of the lot, any construction materials that would be used, and a footprint of the structure. Member Resseman noted it would be beneficial for Lind to submit these plans to the Heritage Preservation Commission for review as well.
- C. Downtown Commercial District Land Use: A letter was submitted to the commission expressing concern that the main level of the downtown commercial district buildings could be overtaken by VRBO's (vacation rentals by owners) if left unregulated. The letter stated that there is a need for main level property in the business district to be used for retail business and not just short-term rentals.

Draft 1/18/2024

Members agreed a broader discussion needs to take place regarding Air B&B's and VRBO's and their role in the Lanesboro community. This discussion should identify key metrics such as the number of short-term rental licenses in town and in which districts they are allowed. There is a concern of main floor building usage to maintain the integrity of the downtown. Member Resseman entered a motion that the Planning and Zoning Commission recommend to council that any new short-term lodging license applications for the downtown district be put on hold until the city council has a chance to review city ordinances. Member Lepper seconded the motion. After discussion, Member Resseman entered a motion to amend his original motion to include that the licensure hold not affect current license holders and their renewals; Member Schramm seconded the motion. Motion carried with all in favor. Members voted all in favor to adopt the amended motion. Member Rakosnik had left the meeting before any votes were made on the business item.

D. Brogle – Building Permit Application: Member Resseman entered a motion to approve the Brogle building permit application; Member Lepper seconded the motion. Motion carried with all in favor.

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

Respectfully submitted,

Mitchell Walbridge City Administrator/Clerk



CITY OF LANESBORO

202 Parkway Ave. S • P.O. Box 333 • Lanesboro, MN 55949 • (507) 467-3722 Fax (507) 467-2557 • lanesboro@acegroup.cc

www.lanesboro-mn.gov

Annual Sidewalk Permit Request

The applicant is hereby advised that no obstruction of city sidewalks is permitted until the time and date the permit application is signed by the City Administrator with approval from Planning & Zoning. The applicant is further advised that review of the permit application is made according to the terms of the Lanesboro City Ordinance, a copy of which is available and may be reviewed at the Office of the City Clerk. Permits are not transferable and may be revoked by the City, at its sole discretion, at any time.

Name of Applicant and Business: Lis Humal (Ounce)	5th Son Gardons LL(
Address of Property: 110 Coffee St E	
Proposed Obstructions and Dimensions: (Please attach a sketch of the proposed 3ft 3ft dalubiard marks to a sketch of the proposed obstructions and Dimensions: (Please attach a sketch of the proposed obstructions and Dimensions: (Please attach a sketch of the proposed obstructions and Dimensions: (Please attach a sketch of the proposed obstructions and Dimensions: (Please attach a sketch of the proposed obstructions and Dimensions: (Please attach a sketch of the proposed obstructions and Dimensions: (Please attach a sketch of the proposed obstructions and Dimensions: (Please attach a sketch of the proposed obstructions)	
Insurance Company: See affadiment	
Amount of Liability Insurance: Date Insu	
Signature of Applicant: The Manne Date	2-3-24
To be completed by Administration	:
Sidewalk Obstruction Permit is: O Denied O Approved	Approved with Conditions:
Date City A	Administrator Signature
y	Paid: 02/08/2024 - Cash



03-27-2023 Issued TAILORED PROTECTION POLICY DECLARATIONS

INSURANCE COMPANY 6101 ANACAPRI BLVD., LANSING, MI 48917-3999

HORIHAN INSURANCE MKT TERR 066

VAL TINDALL DBA THE BLACK CROW

NEURED GORDON TINDALL

507-864-4400

POLICY NUMBER

05-22-2023 Renewal Effective

Company Use

164606-08250503-23 08-46-MN-1605

Company Bill

Policy Term

12:01 a.m.

12:01 a.m. 05-22-2024 05-22-2023

ACCRESS 306 ELMWOOD ST E In consideration of payment of the premium shown below, this policy is renewed. Please attach this Declarations and attachments to your policy. If you have any questions, please consult with your agent.

55039 (11-87)

COMMON POLICY INFORMATION

Business Description:

Art Gallery

Entity:

Individual

gram: Mercantile	PREMIUM
HIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PART(5):	\$952.00
OMMERCIAL PROPERTY COVERAGE	\$107.00
DODEDTY DUIS DEEMI M ADJUSTMENT (CF)	\$26.00
INIMUM EQUIPMENT BREAKDOWN PREMIUM ADJUSTMENT (CP)	\$107.00
OMMERCIAL GENERAL LIABILITY COVERAGE	\$219.00
INIMUM PREMIUM ADJUSTMENT (GL)	\$4.76
INNESOTA FIRE SAFETY PROGRAM SURCHARGE	
TOTAL	\$1,415.76
PAID IN FULL DISCOUNT	\$84,46
TOTAL POLICY PREMIUM IF PAID IN FULL	\$1,331.30

THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

The Paid in Full Discount does not apply to fixed fees, statutory charges or minimum premiums.

Forms that apply to all coverage part(s) shown above (except garage liability, dealer's blanket, commercial automobile, if applicable): 59390 (11-20) 55000 (07-12)

1L0017 (11-95)

Countersigned By COMPANY ISSUED



Auto-Owners Ins. Co.

06-0560-00

HORIHAN INSURANCE MKT TERR 066

SOFTEN GORDON TINDALL

Company 966

Issued 03-27-2023 POLICY NUMBER 164606-08250503-23 08-46-MN-1605

Term 05-22-2023 to 05-22-2024

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(12-10) 54913

59390 (11-20) COMMERCIAL PROPERTY COVERAGE - LOCATION 0001 SUMMARY

TERRORISM - CERTIFIED ACTS SEE FORM: 59350, 54835, 59390

\$9.00 \$952.00 LOCATION 0001

55040 (11-87)

COMMERCIAL GENERAL LIABILITY COVERAGE

	LIMITS OF INSURANCE
COVERAGE	\$1,000,000
General Aggregate	
(Other Than Products-Completed Operations)	\$1,000,000
Products-Completed Operations Aggregate	\$1,000.000
Personal And Advertising Injury	\$1,000,000
Each Occurrence	
OMMERCIAL GENERAL LIABILITY PLUS ENDORSEMENT	\$300,000 Any One Premise
Domane to Premises Rented to You	
(Fire, Lightning, Explosion, Smoke or Water Damage)	\$10,000 Any One Person
Medical Payments	\$1,000,000 Each Occurrence
Hired Auto & Non-Owned Auto	
Expanded Coverage Details See Form	
Extended Watercraft	
Personal Injury Extension	
Broadened Supplementary Payments	
Broadened Knowledge Of Occurrence	
Additional Products Completed Operations Aggregate	
Blanket Additional insured - Lessor of Leased Equipment	
Blanket Additional Insured - Managers or Lessors of Premises	
Newly Formed or Acquired Organizations Extension	
Blanket Waiver of Subrogation	

Twice the "General Aggregate Limit", shown above, is provided at no additional charge for each 12 month period in accordance with form \$5885.

AUDIT TYPE: Non-Audited



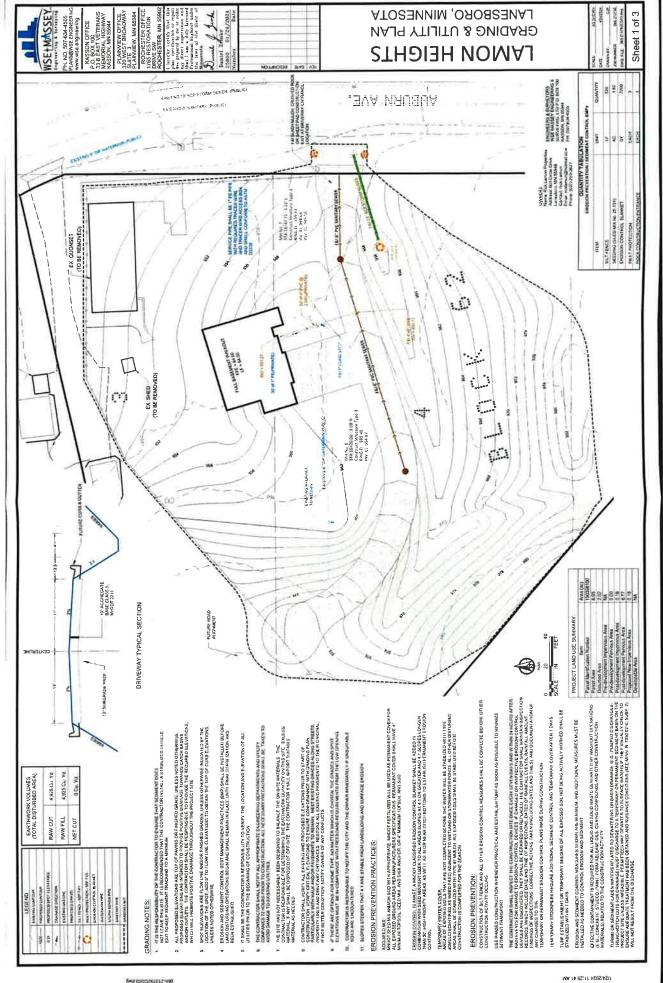
City of Lanesboro

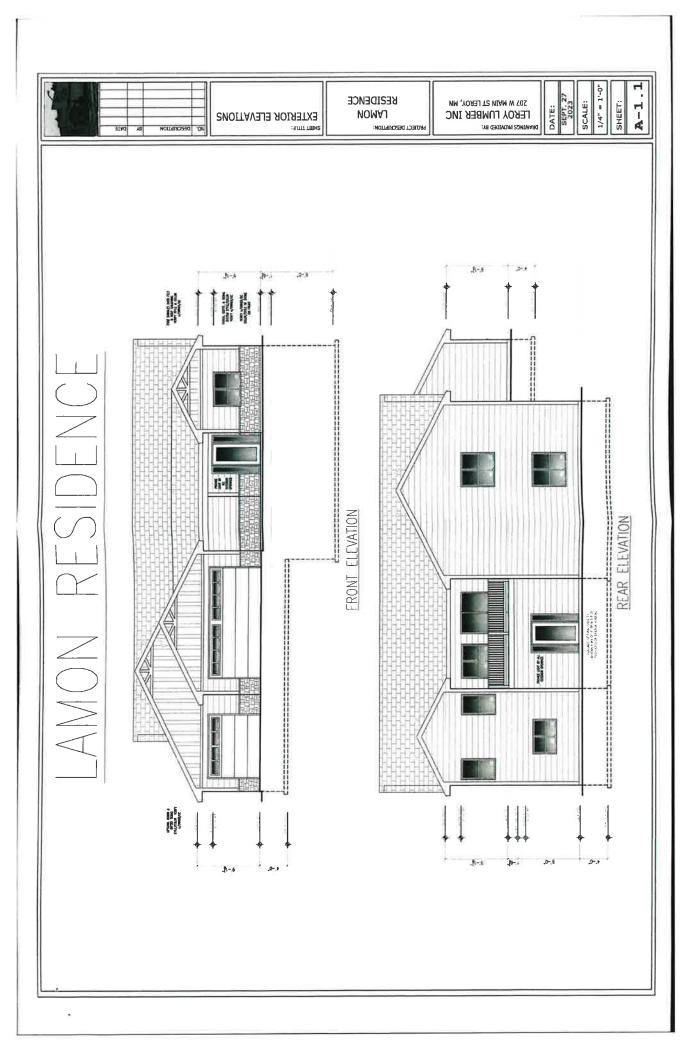
202 Parkway Avenue S, Lanesbora, MN 55949 507-467-3722

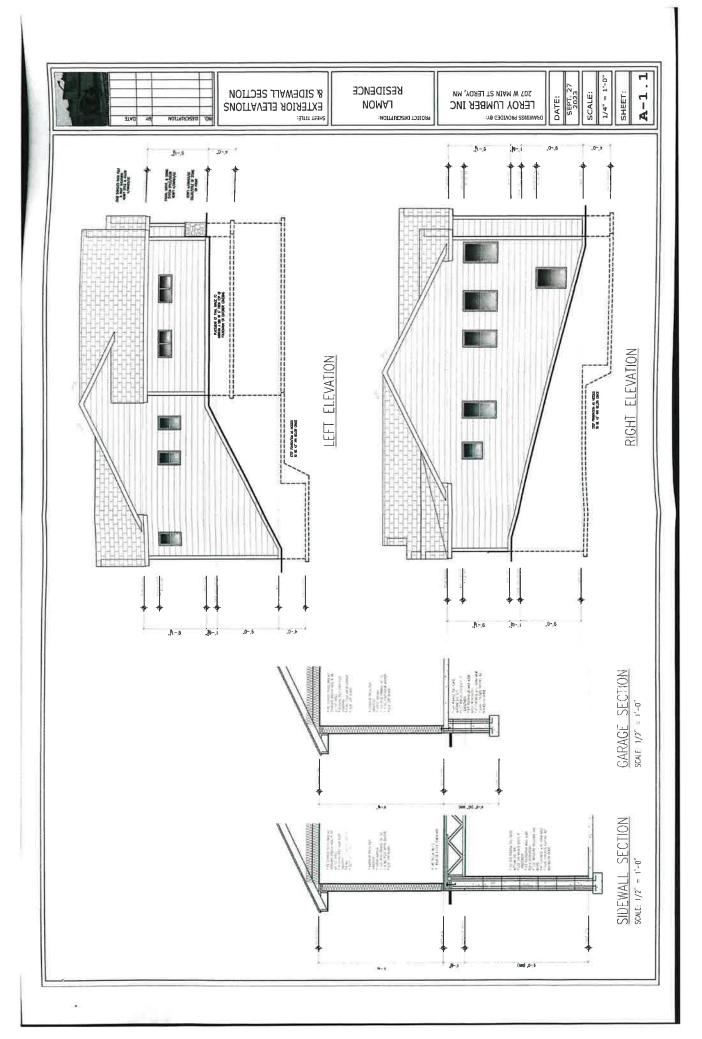
Application for Building Permit

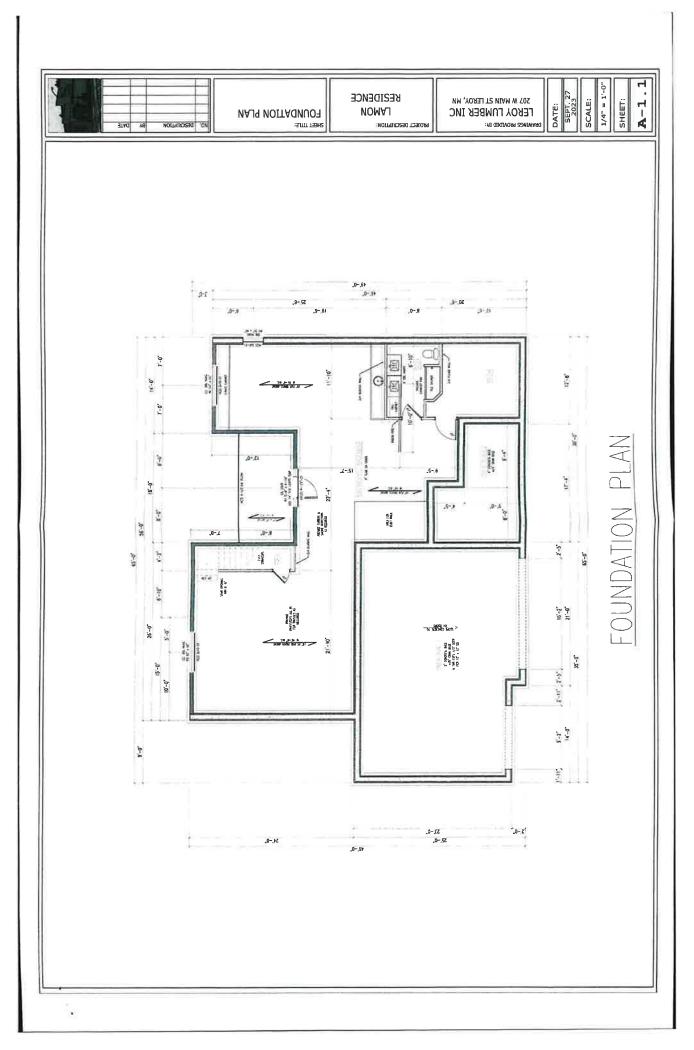
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6	Side Yard:	15'	Side Yard:	15'	Side Yard:	Side	Yard:	Side Ya	rd:
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Rick hamon			1-24-24 Total Fee Due			200			
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Com	ments:								
Perm	it Approved		Meeting Date		Zoning Administrator	Signatu	ıre		

1-24.24 pd ck# 2497 2497

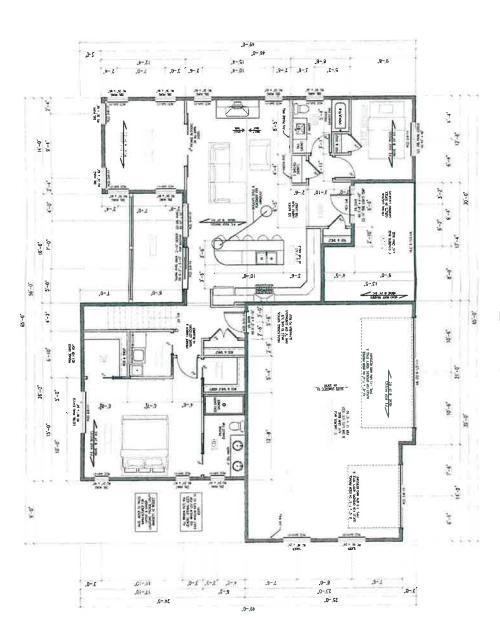








MAIN LEVEL PLAN MO DESCRIPTION NO PROPERTY. MAIN LEVEL PLAN MAIN LEVEL	11	DRAWINGS PROVIDED BY: LEROY LUMBER INC 207 W MAIN ST LEROY, MIN	ATE:	SCALE: 1/4" = 1'-0"	
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MAIN LEVEL PLAN



Real People. Real Solutions.

2900 43rd Street NW Suite 100 Rochester, MN 55901

> Ph: (507) 208-4332 Bolton-Menk.com

MEMORANDUM

Date: February 8, 2024

To: Mitchell Walbridge, City Administrator

Cc: Jerod Wagner, Utility Supervisor

From: Brian P. Malm, P.E., City Engineer

Subject: Rick Lamon New House Construction

City of Lanesboro

Project No.: 0H1.132982

As requested, we have reviewed the proposed grading and utility plan for the new house proposed for construction by Rick Lamon along Auburn Avenue. We offer the following comments:

- 1. It appears that the overall land disturbance caused by the project will exceed 1-acre. Therefore, the project would require a MPCA Construction Stormwater Permit and a Stormwater Pollution Prevention Plan.
- 2. The utility plan shows the extension of 8-inch sanitary sewer along the proposed gravel driveway alignment. In discussion with Mr. Lamon, we understand that the intent of this sewer is to accommodate the potential future subdivision of his property to develop additional lots. However, given that an 8-inch sanitary sewer is not required for a single home, we recommend that Mr. Lamon construct only a 4-inch sewer service from the existing sanitary sewer stub. This will avoid adding unnecessary public sewer for the City to maintain and additional cost for Mr. Lamon. This will also avoid the need for a public easement for the new sewer and the need to consider whether City Code would require a development agreement for the construction of public improvements.
- 3. The utility plan shows the extension of a 12-inch storm sewer and a ditch along the south side of the new driveway to collect drainage flowing from the south and direct it to the City's storm sewer system on Auburn Avenue. We recommend that the City require drainage calculations be submitted by Mr. Lamon's engineer to verify appropriate sizing and capacity of the storm sewer. We also recommend that the City consider the proposed storm sewer extension as a private storm sewer to avoid the need for a public easement for the new storm sewer and the need to consider whether City Code would require a development agreement for the construction of public improvements.
- 4. Based on the proposed grading plan, there would appear to be a reduction in drainage flowing across adjacent properties to the south, which would be an improvement, assuming the proposed storm sewer has adequate capacity as noted above.



Real People. Real Solutions.

2900 43rd Street NW Suite 100 Rochester, MN 55901

> Ph: (507) 208-4332 Bolton-Menk.com

[Date] February 13, 2024

[To] Mitchell Walbridge, City Administrator

RE: Kristi Trisko, AICP, PMP, Senior Planner

City of Lanesboro

Project No.: Rick Lamon – Single Family Home Building Permit Review

As requested, we have reviewed the proposed new single-family home proposed by Rick Lamon along Auburn Avenue. We offer the following comments:

 The proposed home site location is between Lot 811 and 813 Auburn Avenue. Both lots are owned by Richard Lamon Living Trust. If these lots have not already been combined, I would recommend that they be combined to eliminate all setback issues for the proposed home.

The home site is on greater than 8 acres, with the two parcels combined and zoned R-1. The following zoning standards apply:

- a. Front yard greater than 30 feet back from the private roadway allowing for future lot development along the roadway while still maintaining the necessary front yard setbacks for the R-1 zoning standards.
- b. Side yard 6 feet for interior lots and 20 feet for street facing homes. As noted by owner, the side yard setback to the street is greater than 60 feet.
- c. Rear yard greater than 20 feet as required.
- d. Maximum building height is 35 feet. As measured by owner, the home is up to 20 feet in total height.
- e. Two (2) parking stall are required, 3 are provided in the attached garage, at least 2 within the driveway are provided.
- f. Minimum lot width if 50 feet proposed lot width meets and exceeds standards.
- g. Minimum lot size is 7,000 square feet proposed lot size meets and exceed standards.

All R-1 standards are met with this proposed single-family home site, save the request to combine both of the owners lots to eliminate lot setback issues, if not already completed.

Sincerely,

Bolton & Menk, Inc.

Kristi Trisko, AICP, PMP

Senior Planner

