

**CITY OF MADISON LAKE
MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION
MONDAY, SEPTEMBER 28, 2015**

1. Call to Order

Chair Klassen called the regular Planning Commission meeting to order at 7:04 pm.

2. Roll Call

Members Present: Mike Klassen, Annette McBeth, Ryan Sanders, Mark Hayes, Rick Anderson.

Members Absent: Greg Rosenow.

Staff Present: City Administrator Ari Klugman Lenz, Building Inspector Ron Voth

Others Present: Randy Knauss

3. Consent Agenda

A) Approval of the Consent Agenda

a. Approval of Agenda

b. Accepting of Minutes from Regular Meeting of July 27, 2015

A motion by Sanders, seconded by Anderson, to approve the consent agenda with a correction adding Rick Anderson to Members Absent for the minutes of July 27, 2015.

Roll Call: Ayes: Klassen, McBeth, Sanders, Rosenow, Hayes.

Nays: None

Motion carried.

4. Open Public Comments

None.

5. Public Hearing

A. Conditional Use Permit- 201 Main Street

Chair Klassen opened the public hearing at 7:08 pm.

- Building Inspector Voth asked how the conditional use permit worked for renting storage in the B2 District. He did not believe it was an allowed conditional use.
- City Administrator Klugman Lenz reviewed the conditional uses and Mr. Voth was correct it was not stated as an allowed conditional use. City Administrator Klugman Lenz brought out the previous conditional use permits and discussed the current rental storage on 401 Main Street.
- Planning Commission discussed whether Mr. Knauss's property and the other properties north of Cherry should be moved to the B-4 Zoning District.
- City Administrator Klugman Lenz reviewed the district and said the B-4 does not allow for residential use or apartments currently.
- Chair Klassen stated even if we rezoned 201 Main Street to B-4 and made it an allowed use, 401 Main Street is still using their property for rental storage, we still need to look into this matter.
- The Planning Commission discussed the idea of adding warehousing as a conditional use in the B-2 District.
- Commissioner Hayes asked if the City really wanted to have 400 Main have storage units.
- City Administrator Klugman Lenz stated both the B-2 and the B-4 say that accessory uses not related to the principal use cannot exceed more than 30% of the gross floor space of the principle use. This presents another problem as well, because residential uses are typically the upstairs which would be at least 50% if not more.
- Chair Klassen said he wanted to make sure we were really thinking through the problem and not just making a hurried decision.

- The Planning Commission discuss and determined they would be fine with Mr. Knauss continuing his use until they determine what to do at their next meeting.

Chair Klassen closed the public hearing at 7:38 pm

A motion by McBeth, seconded by Sanders to table the discussion until the next meeting.

Roll Call: Ayes: Klassen, McBeth, Sanders, Anderson, Hayes.
 Nays: None
 Motion carried.

6. Reports and Recommendations

A) Madison Crest Concept Plan Review

- City Administrator Klugman Lenz presented Madison Crest's concept plan for approval. Chair Klassen and City Administrator Klugman Lenz went out to look at the park dedication area and recommended moving the trail to the west side of CR187 because of the steep elevation on the east side of the road further north by the Wheaton Property.
- The Planning Commission discussed the park land and agreed they preferred the west side of CR187 and that was what they would request of the developer. They also discussed the potential land swap with the County for a future path if Madison Crest dedicates the strip of land within Duck Lake County Park they currently own.
- The Planning Commission discussed the park land space north of Duck Lake County Park at the southern point of the development. If there is no access, the planning commission felt it was not worth the dedication. They also discussed how the land would be mowed if it was a private park with no access.
- Planning Commission discussed phase II and requested all park dedication be made and the street dedication.

A motion by McBeth, seconded by Hayes to approve the concept plan.

Roll Call: Ayes: Klassen, McBeth, Sanders, Anderson, Hayes.
 Nays: None
 Motion carried.

B) Zoning Map Update

- City Administrator Klugman Lenz reviewed the areas the planning commission had previously talked about and looked at potentially rezoning or examining as we move forward with the comprehensive plan.
- Chair Klassen stated he didn't like the idea of rezoning all of the properties on North Duck Lake Road to R1-S, he preferred them being R-1.

C) Comprehensive Plan Survey Discussion

- City Administrator Klugman Lenz reminded the commission that the focus group for the comprehensive plan survey is on Wednesday. She request two commissioners attend. Alex Jermeland from Minnesota Valley Council of Governments will facilitate. He plans to focus on updating the community goals and finding out if there are changes since the previous update.

D) Garage and Accessory Building Height and Size

- City Administrator Klugman Lenz shared this is a follow up but she would like to have her new administrative assistant review and get some clarifying information on the data.

E) Training Discussion Follow-up

- City Administrator Klugman Lenz asked the Planning Commission how they felt about the Training they had attended back in August.
- The Planning Commission discussed the training and thought it was very helpful and would like to continue to do trainings.

F) Downtown Overlay District

- The Planning Commission discussed the outcome of the hearing they passed to the Council regarding the Downtown Overlay District. The Planning Commission felt there may have been some misunderstanding about the ordinance.
- City Administrator Klugman Lenz suggested in the future if the Planning Commission has an opinion on the site plan review that they should for the record vote to deny or approve and allow the applicant to appeal. This shows that the Planning Commission has set a record and can help establish precedent that is helpful if they do choose to deny.
- City Administrator Klugman Lenz suggested the Planning Commission add the Downtown Overlay District to their discussion with the Council at the Joint work session.

G) Accessory Building Location Discussion

- City Administrator Klugman Lenz reviewed a letter the Planning Commission had received from Nancy and Mike Kluck about accessory building locations in the Doran Drive Area. The property owners consider the lake to be their front yard, however the zoning code's definition is "boundary abutting a public right-of-way."
- Planning Commission discussed proposed modification of the ordinance and requested City Administrator Klugman Lenz put together language that allowed riparian lots with water physically abutting the rear yard of the lot are allowed a maximum of 120 sq. ft. of front yard storage provided: No other option is available for storage; and the storage is not located within the front yard setback.

H) October 19th Joint Work Session with Council.

- The Planning Commission reviewed the draft agenda for the Joint Work Session with Council and the draft 2016 Work Plan.

7. **Staff Reports**

None.

8. **Adjournment**

A motion by Sanders, seconded by Anderson, to adjourn the meeting at 10:06 pm.

Roll Call: Ayes: Chair Klassen, McBeth, Sanders, Hayes, Anderson.

Nays: None.

Motion carried.

Attest:


Ari Klugman Lenz, City Administrator