

**BELLE PLAINE PLANNING & ZONING COMMISSION  
REGULAR MEETING  
MARCH 9, 2020**

**PLEDGE OF ALLEGIANCE**

Chair Cauley led those present in the Pledge of Allegiance.

**1. CALL TO ORDER. 1.1. Roll Call.**

The Planning and Zoning Commission met in Regular Session on Monday, March 9, 2020 at City Hall 218 North Meridian Street, Belle Plaine, MN. Chair Cauley called the meeting to order at 6:30 PM with Commissioners Ryan Herrmann, Ashton Pankonin, Sarah Duklet and Lee Petersen present. Commissioner Kiecker was not present.

Also present was Community Development Director Smith Strack. Council Liaison Chard was not present.

**2. APPROVAL OF AGENDA.**

MOTION by Commissioner Petersen, second by Commissioner Herrmann, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

**3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of February 10, 2020.**

MOTION by Commissioner Petersen, second by Commissioner Pankonin, to approve the Regular Session Minutes of February 10, 2020. ALL VOTED AYE. MOTION CARRIED.

**4. RECOGNITION OF INVOLVED CITIZENS.**

*Persons may make statements to the Planning Commission pertaining to items **not** on the agenda. Maximum of three (3) minutes per speaker. No official action will be taken.*

No one stepped forward.

**5. PUBLIC HEARINGS. None Scheduled.**

**6. BUSINESS.**

**6.1. Resolution PZ-20-004 Minor Subdivision: Fahey PID 200012720.**

Community Development Director Smith Strack explained companion review request for a minor subdivision for property owner Joe Fahey. Smith Strack explained the City is undertaking a storm water improvement project near Forest and Grove Streets, Fahey is donating land to the City to accommodate storm water improvements. Smith Strack explained the donation requires splitting of two parcels.

Commissioner Herrmann noted on the two minor subdivisions requests are not the same size and inquired if it was to potentially save the shed on the northern property. Community Development Director explained the Southern request is 25 feet West to East and the Northern request is 20 feet from West to East.

MOTION by Commissioner Pankonin, second by Commissioner Herrmann to approve Resolution PZ-20-004 Minor Subdivision: Fahey PID 200012720. ALL VOTED AYE. MOTION CARRIED.

**6.2. Resolution PZ-20-005 Minor Subdivision: Fahey PID 200012700.**

Community Development Director Smith Strack explained this agenda item is a companion to the previous minor Subdivision Request.

MOTION by Commissioner Pankonin, Second by Commissioner Petersen, to approve Resolution PZ-20-005 Minor Subdivision: Fahey PID 200012700. ALL VOTED AYE. MOTION CARRIED.

### **6.3. Discussion: Chapter 1102.03 Non-Conformance Expansion Permits.**

Community Development Director Smith Strack explained in January the Commission had significant discussion on non-conformance expansion permits. Smith Strack explained the Commissioner specifically addressed current criteria for issuing expansion permits, as distinguished from situations where variances are needed. Smith Strack noted the Commission requested input from City Attorney Vose on a policy approach with the possibility of amending existing language. Smith Strack explained Attorney Vose the City's approach to defining expansion of a grandfathered use/structure was to permit some increases to non-conformities while allowing other increases only be variance with the permit being easier to obtain than the variance. Smith Strack explained based on discussion from the previous meeting adjustments to clarify current code language is provided in the packed for discussion along with the full existing code language.

Commissioner Cauley explained the adjustments address the concerns discussed. Commissioner Petersen finds the language acceptable.

It was the consensus of the Commission to move forward with a draft ordinance at the next meeting.

## **7. ADMINISTRATIVE REPORTS.**

### **7.1. Commissioner Comments.**

Discussion amongst Commissioners on businesses in new spaces. Commissioner Hermann inquired if the event center was approved. Community Development Director Smith Strack confirmed the Council approved the event center. Commissioner Pankonin noted a salon moved into part of the event centers building.

### **7.2. Director's Report.**

Community Development Director Smith Strack highlighted the Director's Report.

### **7.3. Upcoming Meetings.**

1. Next Regular Meeting, 6:30 p.m., Monday April 13, 2020.

The Commissioners were reminded of the upcoming meetings as listed.

## **8. ADJOURNMENT.**

MOTION by Commissioner Pankonin, second by Commissioner Petersen to adjourn the meeting at 6:42 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich  
Recording Secretary