

I. CALL TO ORDER

A meeting of the Planning Commission was held on Tuesday, October 9, 2018, commencing at 5:30 p.m. in the Council Chambers of City Hall. Commissioner Asmus called the meeting to order.

A. ROLL CALL:

Chairperson	Shannon Asmus	Present
Commissioner	Michael Flaata	Present
Commissioner	Judy Hudson	Present
Commissioner	Larry Dahl	Present
Commissioner	Mike Boyle	Absent
Commissioner	Jeff Woods	Present
Commissioner	Tom Zens	Present
City Planner	Hannah Rybak	Present

B. ANNOUNCEMENT OF ADDITIONAL ITEMS - None

II. APPROVAL OF MINUTES

It was moved by Commissioner Woods, seconded by Commissioner Dahl, to approve the minutes of the September 10, 2018, meeting. All members present voted aye.

Motion Carried.

III. SCHEDULED ITEMS

A. PUBLIC HEARINGS:

- 1. Conditional Use Amendment Request – by Dick Farmer at 26414 CSAH 1
To allow for construction of an additional storage building on the site***

City Planner, Hannah Rybak, provided an overview of the request. She reviewed the consistency of the request with the standards for granting a Conditional Use Permit.

14 findings of fact offered by staff were presented to the Commissioners by City Planner Rybak.

Staff recommendation and potential action were reviewed.

This being the time, date and place set, with all mailed and published notices given as required by law, the hearing was opened at approximately 5:38 p.m., October 9, 2018, to consider a Conditional Use Amendment Request from Dick Farmer at 26414 CSAH 1. The request is to allow construction of an additional storage building on the site.

An attendance list is on file.

No written comments were received.

Dick Farmer and Bob Farmer were present to answer any questions and explain the request.

Following discussion, no further comments were heard and the hearing was closed at approximately 5:41 p.m.

Commissioner Hudson made a motion, seconded by Commissioner Dahl, to recommend approval, of the Conditional Use Amendment Request by Dick Farmer at 26414 CSAH 1 to allow construction of an additional storage building on the site, with five (5) conditions as follows:

1. No exterior storage shall be allowed on the property.
2. The owner, applicant, and or operator shall follow all Federal, State and Local laws, rules and regulations. Applicant shall be subject to all fire and safety codes as are in effect on the date of final approval of this application by the Litchfield City Council.
3. The applicant shall be permitted to move the necessary amount of cubic yards of material on site needed to construct the proposed new building. The applicant shall follow all the Meeker County Zoning Ordinance Section 22.14 in regards to land alterations, grading and filling and follow all local, state, and federal rules regarding land alteration, grading and filling.
4. The County Engineer reserves the right to require turn lanes in the future if the proposed number of daily trips was exceeded and a safety concern developed from vehicles exiting/entering CSAH 1.
5. Applicant understands and agrees that violating these conditions may result in additional conditions and/or revocation of this Conditional Use Permit.

Upon roll call vote, all members present voted aye, with Zens abstaining from the vote.

Motion Carried.

2. Variance Request – by Brandon Larson at 725 E Depot St
To allow additional sign square footage

City Planner, Hannah Rybak, provided an overview of the request. She reviewed the consistency of the request with the standards for granting a Variance.

10 findings of fact offered by staff were presented to the Commissioners by City Planner Rybak.

Staff recommendation and potential action were reviewed.

This being the time, date and place set, with all mailed and published notices given as required by law, the hearing was opened at approximately 5:49 p.m., October 9, 2018, to consider a Variance Request from Brandon Larson at 725 E Depot St. The request is to allow additional sign square footage.

An attendance list is on file.

No written comments were received.

Brandon Larson was present to answer any questions and explain the request.

Following discussion, no further comments were heard and the hearing was closed at approximately 5:50 p.m.

Commissioner Woods made a motion, seconded by Commissioner Flaata, to recommend approval of the Variance Request, as submitted, by Brandon Larson at 725 E Depot St to allow additional sign square footage. Upon roll call vote, all members present voted aye.

Motion Carried.

3. Variance Request – by Alan and Elizabeth VanLiere at 709 S Chandler Ave
To allow construction of a garage addition five (5) feet from the side yard line

City Planner, Hannah Rybak, provided an overview of the request. She reviewed the consistency of the request with the standards for granting a Variance.

9 findings of fact offered by staff were presented to the Commissioners by City Planner Rybak.

Staff recommendation and potential action were reviewed.

This being the time, date and place set, with all mailed and published notices given as required by law, the hearing was opened at approximately 5:56 p.m., October 9, 2018, to consider a Variance Request from Alan & Elizabeth VanLiere at 709 S Chandler Ave. The request is to allow construction of a garage addition five (5) feet from the side yard line.

An attendance list is on file.

No written comments were received.

Alan VanLiere and Tim Johnson, from Litchfield Building Center, were present to answer any questions and explain the request.

Following discussion, no further comments were heard and the hearing was closed at approximately 5:57 p.m.

Commissioner Flaata made a motion, seconded by Commissioner Dahl, to recommend approval of the Variance Request, as submitted, by Alan & Elizabeth VanLiere at 709 S Chandler Ave, to allow construction of a garage addition five (5) feet from the side yard line. Upon roll call vote, all members present voted aye.

Motion Carried.

IV. NEW BUSINESS

V. OLD BUSINESS

VI. ADDITIONAL ITEMS

VII. SET HEARING DATES AND TIMES

The next scheduled meeting is **TUESDAY**, November 13, 2018, at 5:30 p.m.

VIII. REVIEW OF COUNCIL ACTIONS

- A. CONDITIONAL USE REQUEST GRANTED** – by Pete Balbo at 513 S Austin Ave
To move in an existing garage older than 10 years old.
- B. CONDITIONAL USE REQUEST GRANTED** – by Gregg Schilling at 801 S Gorman Ave
To allow a duplex in an R-1 Zone

IX. ADJOURNMENT

Commissioner Asmus adjourned the meeting at 6:00 p.m.

Hannah Rybak
City Planner

NOTE: There was no recording made of this meeting.