

July 3, 2018

PLANNING COMMISSION AGENDA

July 9, 2018

6:00 p.m.

Pelican Rapids Fire Hall, 200 S. Broadway

- 1) Call to Order
- 2) Agenda Additions or Deletions
- 3) Approval of Minutes – 6/25/2018 PC Minutes
- 4) Variance – 516 3rd Street NE
- 5) Transient Merchant Ordinance Discussion
- 6) State Building Code Discussion
- 7) Next Meeting Date

PLANNING COMMISSION MEETING MINUTES 07-09-18

* This is primarily a Planning Commission meeting, but a City Council quorum may be present.*

The Planning Commission of Pelican Rapids met at 6:00 p.m. on Monday 07-09-18, in the Pelican Rapids Fire Hall. Commissioners Jamie Stromberg, Phil Stotesbery, Ben Sytsma and Dan Husted were present. Commissioners Richard Peterson and Kevin Ballard were absent. City Administrator Don Solga and Secretary Danielle Heaton were also present.

The following members of the public were present: Dawn Finn, Steve Strand, Steve Foster, Curt Markgraf, Jose Escobar, Ernie Torres and Ashley Torres.

Commissioner Stromberg called the meeting to order.

Commissioner Stromberg added land access issue to the agenda.

Motion by Stotesbery, seconded by Sytsma to approve the minutes of the 06-25-18 meeting.

Motion passed unanimously.

Administrator Solga explained the Variance Application for 516 3rd Street NE. The property owner, Ernie Torres, would like to build a 16 foot by 37 foot addition onto the east side of his house. In order to do that, he needs a front yard variance from 30 feet to 9 feet to permit construction of the 16 foot by 37 foot house addition on the property. Commissioner Peterson and Stotesbery were able to go and look at the proposed variance area and didn't have a problem with it. Currently the city street is undeveloped and is only being used as the property owner's driveway. Motion by Stotesbery, seconded by Sytsma to have a public meeting on July 16, 2018 at 6:00 p.m. to discuss the variance. All adjoining property owners will be notified of the meeting. Motion passed unanimously.

Commissioner Husted has volunteered to put together some changes for the Commissioners to review at the next meeting. The following is a list of items he was asked to consider:

1. Treating public/private property differently
2. Term/rent/lease
3. Commercial/Residential property
4. Lemonade stands/farmers markets/non-profits/school fundraisers
5. Duration/location/verification of licensure

Administrator Solga read the unapproved Council minutes directing the Planning Commission to look into the City's building permit program and fee structure to see if changes can be made, and to find out what items require a building permit. Commissioner Stromberg has found out, that when a City has adopted the Minnesota State Building Code, it is the state that dictates what needs a building permit. Cities must also charge enough money to cover the cost of administering the Building Code. Commissioner Sytsma asked how the Building Official adds value to the community. Currently, the building official looks at every project before the permit is closed. If he sees something has been done incorrectly, the contractor is asked to fix it per state code. Commissioner Stromberg has heard from people that do not like to get building permits for the smaller items. He would like the City to look into repealing the Minnesota State Building Code administration and enforcement. Motion by Sytsma, seconded by Husted to have a meeting with the public to discuss further the possibility of repealing the Minnesota State Building Code administration and enforcement. Motion passed unanimously.

The next meeting will be at the Fire Hall on Monday, July 30, 2018 at 6:00 p.m.

The p Property owner at 418 3rd Street NW, feels they may have a land access issue. They believe there is a City owned strip of land that provides an easement to access a backlot. Over time, trees have grown up on the easement so the owner has just gone around. Now that property was sold and the developer is putting in apartment buildings the owner is no longer able to go around where they feel the easement was. The owner would like the City to remove the trees so the backlot can be accessed. Administrator Solga said that the City has no record of an easement there and if the owner can bring a copy to City Hall so the issue can be looked into in an effort to find a resolution. Meeting was adjourned at 7:53 p.m.

Danielle Heaton

Secretary to the Planning Commission