



PLANNING COMMISSION MINUTES

COUNCIL CHAMBERS

MONDAY, JULY 1, 2024

6:00 PM

Meeting Items

1. Call to Order/Approve Agenda

A regular meeting of the Planning Commission was called to order by Chair Chuck Ackman at 6:00 p.m. The commissioners in attendance were Eric Delgado, Samantha Green, Barton Jackson, Edward Miglio, Michael Salt, Steve White, and Chair Ackman. Harry Davis, City Planner, Kari Casper, Secretary, and David Wanberg, Director of Community and Economic Development were also in attendance.

2. Approval of the Minutes of June 17, 2023

Motion by Barton Jackson, seconded by Eric Delgado to approve the meeting minutes as present. The motion passed unanimously.

3. Public Hearings

A. Kleeberger - Riverview Ridge Subdivision, Variances, Conditional Use Permit

Harry Davis gave the presentation on behalf of the Kleebergers who were present at the meeting. Davis explained three matters relating to this project: approval of the Preliminary and Final Plat, a Variance request, and a Conditional Use Permit. Davis noted that both DRC and staff are recommending approval of the preliminary and final plat as well as the Conditional Use Permit. They are; however, recommending denial of the variance requests. The Variance request asked for a 0-foot setback from the bluff when a 30-foot setback is recommended; they are asking for a 0-foot setback for grading from the top of the bluff when it is recommended to have a 20-foot setback and they are asked that they build on a 47% slope where it is recommended to building up to a 15% slope. After the presentation, Chair Ackman requested a discussion and no one spoke so he opened up the public hearing at 6:17 p.m. The applicants, Don and Cheryl Kleeberger both came forward to answer any questions. Jackson asked what type of soil they would be building on and Don Kleeberg came forward and stated that he had not tested the soil. The Vanderbean's came forward and stated that they would like to continue to have their driveway continue through their property and asked that the City Council help them with their home. Bill Anhorn who lives in one of the townhomes and mentioned that Don Kleeberg had approached him last year and said that he was going to clear out all the trees and plant new seedlings. He would like to keep the barrier there. Chair Ackman then asked if anyone would like to come forward and no one did, so he closed the public hearing at 6:51 p.m. Chair Ackman then brought the matter back for further discussion. Commissioner White if they move the house closer to the driveway, will they still need the variance? Davis said yes. Harry Davis stated that they are working where the existing driveway is and stated that even if the variance was denied, the driveway could stay there and there are other options. Commissioner White asked what the options were. Davis then put the three other options up on the screen as depicted in the packet. Chair Ackman wanted to confirm that the easement for the driveway is not in front of us. He then went into the variance request stating that some variances work but with the DNR 30-foot setback is a big one. They are asking for zero. Top of Bluff is a 20-foot setback; they are asking for zero. He likes everything but the

variance request. Is there a way to move this forward without the variance request?

Commissioner Green then spoke stating that we are governed by the ordinances and the City Council has more flexibility. She is okay with the plat and CUP and defers to the City Council for the variance. Commissioner Salt asked about the easement. Davis stated that we have no jurisdiction over it, and it's strictly between the Vanderbeans and the applicants. Chair Ackman then asked for a motion on each item.

- 1 Resolution 2024-XXX Approve the Preliminary and Final Plats for Riverview Ridge Addition
Chair Ackman Motion by Barton Jackson, seconded by Samantha Green to recommend approval of Resolution 2024-XXX Approving the Preliminary and Final Plats for Riverview Ridge Addition. The motion passed on a 7/0 vote.

- 2 Resolution 2024-XXX Deny Variance for Construction and Grading near Top of Bluff at 1150 Quartz Circle

Motion by Samantha Green, seconded by Barton Jackson to Approve a recommendation of Denial of Resolution 2024-XXX for the Variance request for Construction and Grading near Top of Bluff at 1150 Quartz Circle as presented. The motion passed on a 7/0 vote to deny the applicant's request.

- 3 Resolution 2024-XXX Approve a CUP for a Single Family Home in Shoreland at 1150 Quartz Circle

Motion by Steven White, seconded by Michael Salt to recommend approval of Resolution 2024-XXX to Approve a CUP for a Single Family Home in Shoreland at 1150 Quartz Circle as presented. The motion passed on a 7/0 vote.

B. Cashin - Stoneridge Fourth Addition, Easement Vacation

Harry Davis began his presentation for the preliminary and final plats and an easement vacation for Stoneridge 4th Addition. There are currently four lots and the applicant is requesting we move them down to three. The easement meets all the required criteria for a subdivision as well as the preliminary and final plats. Parkland dedication was taken on the original subdivision and nothing is expected here. Chair opened it up for questions for the board and no one came forward. He then opened the matter up for public hearing at 6:52. Travis Davidson 1214 Amber Lane came forward and asked about the vacation. Davis stated that the vacation does not impact anything. Chair then ended public hearing at 6:52 and went back to the board and asked for a motion.

- 1 Ordinance 2024-X Vacate a Portion of Drainage and Utility Easement at 1950 13th St NW
Motion by Michael Salt, seconded by Steven White to recommend approval of the Ordinance 2024-X to Vacate a portion of Drainage and Utility Easement at 1950 13th St NW as presented. The motion passed unanimously.

- 2 Resolution 2024-XXX Approve the Preliminary and Final Plats for Stoneridge Fourth Addition

A motion was made by Barton Jackson, seconded by Michael Salt to recommend approval of Resolution 2024-XX Approve the Preliminary and Final Plats for Stoneridge Fourth Addition as presented. The motion passed unanimously.

4. Requests to be Heard

David Wanberg, Director stated that there are no requests.

5. Items for Discussion

None.

A. General Planning & Zoning Updates

David stated that department capacity is further reduced to please be patient with us. He mentioned that they are thinking of updating the ordinances to avoid needing a

variance. A few projects are coming up. RSA is coming back. They were able to strike a deal with the property owner. This will be at the next planning commission meeting. There is a county access road that was noticed for the next planning commission meeting. The Sheriff wants to gain access to the river, which will be a conditional use permit. White asked about Eastview Drive. Would it be possible to follow that road to have minimal impact? Davis said it's kind of a combination of things that makes it more difficult, and they need additional information from the County for that. Most likely it would be just a private road for emergencies. Chair Ackman acknowledges that there are a lot of transitions right now.

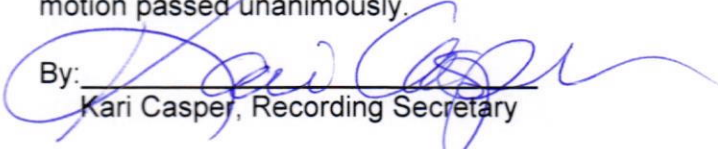
6. Routine Business

7. Board & Commissions Updates & Reports

David Wanberg, the Director, stated that Peter Waldock decided to retire. We wish him the very best with his family. We did want to let you know that we will be looking for a replacement and wanted to thank Peter for his service. There will be a celebration soon.

8. Adjournment

Motion by Barton Jackson, seconded by Eric Delgado to adjourn at 7:05 p.m. The motion passed unanimously.

By: 

Kari Casper, Recording Secretary