



PLANNING COMMISSION AGENDA

COUNCIL CHAMBERS

MONDAY, DECEMBER 16,
2024

6:00 PM

1. Call to Order
2. Approval of the Minutes
 - A. 2024-12-02 Minutes
3. Public Hearings
 - A. Resolution 2024-XXX Approve the Preliminary Plat for Eastman Disbursal Addition at 301 Central Ave
4. Requests to be Heard
5. Items for Discussion
6. Routine Business
7. Board & Commissions Updates & Reports
8. Adjournment

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PLANNING COMMISSION MINUTES

COUNCIL CHAMBERS

MONDAY, DECEMBER 2,
2024

6:00 PM

Call to Order

The Planning Commission was called to order by Chair Chuck Ackman at 6:00 pm. Commissioners Tina Wilson, Bart Jackson, Ed Miglio and Steve White were in attendance. Also in attendance was City Planning Manager Harry Davis, City Planner I Leslie McGillivray-Riva and City Clerk Heather Slechta.

Approval of the Minutes

The previous meeting minutes were not available for review or approval due to staffing challenges.

Public Hearings

Ordinance 2024-XXX Approve a Zoning Map Amendment for 739 Willow St

Planning Manager Harry Davis explained that a zoning map amendment was made by Louise Heyer who owns 739 Willow Street. The proposed zoning was from R-3, Medium Density Residential District to C-1, Neighborhood Commercial District. The property was built in 1947 for a furniture store and historically has always been a commercial use. In 1949, the property was zoned from R-1 to R-2 and continues today as R-3. Heyer is planning to sell this parcel, and due to the residential zoning, this commercially used property is difficult to sell despite its history of commercial use. Heyer requested to align the property's use and zoning to correct a 77-year land use error. The proposed zoning map amendment is consistent with the planning and zoning aspects of the City's Comprehensive Plan and Unified Development Ordinance.

On November 13, 2024, the city's Development Review Committee (DRC) reviewed the proposed application and recommended approval of the amendment.

Davis stated that they did not receive public comment prior to the meeting and notification as published in the Faribault Daily News on November 21st and a mailing was sent to the property owners within 350 feet on November 20, 2024.

No comments were received at the planning commission meeting.

Commissioner Wilson asked who was on the DRC, Davis explained that the DEC is made up of city staff, including Parks and Recreation, EDA, Fire, Police, Planning, Admin, Building and Engineering. Commissioner Ackman stated that he is not in favor

of spot zoning, however, is fine with C-1.

Motion by Commissioner White, seconded by Jackson to approve Ordinance 2024-XXX Approve a Zoning Map Amendment for 739 Willow St and carried unanimously.

Requests to be Heard – None

Items for Discussion – None

Routine Business – None

Board & Commissions Updates & Reports

New City Planner 1, Leslie McGillivray-Riva, introduced herself to the Commission and provided a brief overview of her experience in planning. The Planning Commissioners also introduced themselves along with their backgrounds on the Planning Commission.

Adjournment

Motion by Commissioner Jackson, seconded by Commissioner Miglio to adjourn the Planning Commission meeting.

The meeting was adjourned at 6:12 pm.

Respectfully Submitted,

Heather Slechta
City Clerk



REQUEST FOR PLANNING COMMISSION ACTION

TO: Planning Commission
THROUGH: David Wanberg, CED Director
FROM: Harry Davis, City Planning Manager
MEETING DATE: December 16, 2024
SUBJECT: Resolution 2024-XXX Approve the Preliminary Plat for Eastman Disbursal Addition at 301 Central Ave

Background:

Faribo Downtown Central LLC requests preliminary plat approval to split 301 Central Ave from one parcel into three parcels following common walls. Although this item was publicly noticed in the newspaper and letters sent to properties within 350-feet, the applicant needs additional time to submit documents required as a part of the plating process. This item will be brought to the first meeting in January 2025.

Recommendation:

Continue the public hearing and discussion on this item to the next scheduled Planning Commission meeting.

Attachments:



REQUEST FOR PLANNING COMMISSION ACTION

TO: Planning Commission
THROUGH:
FROM:
MEETING DATE: December 16, 2024
SUBJECT: Requests to be Heard

Background:

Recommendation:

Attachments:



REQUEST FOR PLANNING COMMISSION ACTION

TO: Planning Commission
THROUGH:
FROM:
MEETING DATE: December 16, 2024
SUBJECT: Board & Commissions Updates & Reports

Background:

Recommendation:

Attachments: