



PLANNING COMMISSION MINUTES

COUNCIL CHAMBERS

MONDAY, SEPTEMBER 15, 2025,

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. Commissioners in attendance were Samantha Green, Barton Jackson, Steven White, Tina Wilson, and Chair Chuck Ackman. Also in attendance were the City Manager, Harry Davis, City Planner I, Leslie McGilivray-Rivas, and Administrative Assistant II, Kari Casper.

2. Approval of the Minutes

Motion by Tina Wilson, seconded by Barton Jackson, to approve the meeting minutes of September 2, 2025, as presented. The motion passed unanimously.

3. Public Hearings

A. Rice County/4th St NW and 2nd Ave NW - Conditional Use Permit; Variance

Harry Davis presented on behalf of the applicant, Matt Ganter, Faribault Real Estate LLC, along with Rice County, who are requesting approval of a conditional use permit for off-site parking and a variance for metal architectural panels on a building in the CBD near the SE corner of 4th St NW and 2nd Ave NW.

Following Davis' presentation, Chair Ackman asked the board if they had any questions. Davis stated that both the applicant, Matt Ganter, and the Architect, Josh Walls, were present to answer any questions. Mr. Walls came forward and offered up some new renderings. After that presentation, Chair Ackman then opened the matter up for public hearing at 6:28 p.m., and no one came forward, so he closed the public hearing at 6:28 p.m.

For the most part, the commissioners had no issues with the Conditional Use Permit. However, there were two dissenting votes on the variance request. Commissioner Green stated that she could not find any "practical difficulty" with the need for the metal panels to deviate from the standards set forth by the Commercial Business District. Commissioner Tina Wilson was concerned about the amount of metal coverage. Davis stated that the metal would be between 60 and 70% coverage and that the design is more of a contemporary design to meet the needs of the tenant. Staff's recommendation is to recommend approval based on the criteria presented. Commissioner Green made a motion to deny it, seconded by Commissioner Wilson. More discussion ensued, and Commissioner Wilson talked about how this would affect the character of the neighborhood. She went through each of the conditions for approval and found some okay. Chair Ackman asked staff how we could move this forward. The motion then went up for a vote, which came out with a 3/2 vote. A roll call was obtained: Green - Yay, Jackson - Nay, Ackman - Nay, White - Nay, Wilson - Yay. Chair Ackman stated that Commissioner Green's motion then failed.

Wilson made a recommendation to reduce the amount of metal on the two front-facing facades, and the architect stated that they could work with that.

A motion was then made by Barton Jackson, seconded by Tina Wilson, to recommend approval of the Resolution 2025-XXX Approving a Variance for Building Façade Materials near the Corner of 4th St NW and 2nd AVE NW as presented. . The motion passed on a 4/1 vote with Green being the only dissenting vote.

- 1 Resolution 2025-XXX Approve a Conditional Use Permit for Off Site and Standalone Parking near 4th St NW and 2nd Ave NW
- 2 Resolution 2025-XXX Approve Variance for Building Facade Materials near the Corner of 4th St NW and 2nd Ave NW

B. Resolution 2025-XXX Approve a Conditional Use Permit for Drive Through in C-2 Highway Commercial

Leslie McGillivray-Rivas presented on behalf of the applicant, Tareen Development Partners, for a Conditional Use Permit for a drive-thru restaurant at Lyndale Avenue and Highway 21. There is a private service drive on the east side of the subject property. The property right now is Furlong Motors. A new building will be constructed on this site. There is a service access on the north side. Parking will be in the front of the building. Access will be on 17th. The drive-thru window will be on the north side. Some early concerns were the visibility and the screening between the drive-thru and the parking lanes. Potential for the conflict between the stacking length and the cars that would be parked along the office building. The understanding of the service drive in general. The service drive is maintained by the properties adjacent to it and with the increase in traffic, any potential increase in road usage and maintenance costs. The applicant is here and the communication she received was to use productive signage, a 15 mph speed limit, and a suggestion of a right turn only. They have also offered speed bumps. Mr. Geiger did not endorse that. There are also two letters that were submitted by Kate Tonjum, Mike and Mary Ritchie, and then a Jen Becker who is a property owner in the office building to the south. All of these concerns were expressed along with the nature of her business, somewhat of a private financial counseling and the traffic moving into the office setting. The applicant sent over an updated site plan. The applicant proposed a 6ft. screening fence. The applicant provided a turning movement illustration, which appears tight but doable. With everything presented, staff feel all the criteria for recommending approval were met. Commissioner White asked about where the right turn only sign was suggested. Rivas stated that it would be at the exit onto 17th street. Wilson said that she didn't think a right turn would be ideal. Wilson said the drive-thru is fine and likes that they are putting a privacy fence. Ackman asked about the frontage road at the front of this site is not a public road. Rivas said that it is a private drive. Public hearing opened at 7:09. Chad Roseneau, Monkey Motors, came forward and said he is pro-business. Mr. Roseneau was concerned about the private road and the stacking across his property, and it occurs now. Mr. Roseneau is in favor of the right turn only onto 17th to put them down to Hulett. Jim Lavalley, a representative with Culver's. He mentioned that these were suggestions and there are still discussions. Their preference would be not to have the right turn only. He indicated that he is working with the owners. The chair closed the public hearing at 7:13 p.m. Ackman asked if the 6 ft fence is not part of the approval for today. Rivas said that it was just added today. Wilson said that they keep referencing a service road, but it appears to be an access road. Rivas responded with it's a non-encumbrance. Her question would be that you cannot sell a piece of property that is landlocked. Ackman said that Dairy Queen owns the road in front of them. It's a private street. Rivas stated it's a frontage road. Ackman stated that a frontage road can be a public road. Commissioner Steven White made a motion to recommend approval of a Conditional Use Permit for Drive-Through in C2 Highway Commercial district as presented, seconded by Commissioner Tina Wilson. The motion carried on a 5/0 vote.

4. Requests to be Heard
None.

5. Items for Discussion

None.

6. Routine Business

None.

7. Board & Commissions Updates & Reports

Davis made a short report on City Council at last session.

8. Adjournment

A motion was made by Barton Jackson, seconded by Samantha Green to adjourn the meeting at 7:18 p.m. The motion passed on a 5/0 vote.

By: Kari Casper