

Planning and Zoning Commission
Meeting Minutes for Wednesday, September 17th, 2025

Planning and Zoning Called to Order @ 5:37 PM

Roll call: **White, Hernesmaa, Councilor Roose, Heil, Palcher.** *Staff Kochendorfer.*

Excused: Anderson, Burke

Approval of Minutes from August 25th, 2025.

Motion Hernesmaa to approve the August 25th, 2025 Minutes/ Second White. Motion carried.

Additions or Deletions from Agenda

Requests to Appear

1. Doug Whitney (City Building Official) – Whitney expressed a concern about KJ's True Value on Sheridan St, specifically related to the overtaking of parking control on the City Street (3rd Ave E). Whitney also expressed that some of there fencing may be to close to the property line. The no parking signs are facing the street, which would make appearance that people can't park on the street. The city already has limited parking for visitors.

Further discussion from the board indicated that street parking is for public use, and no private entity owns the street parking.

Whitney asked for feedback/input on this issue, and any recommendations can be emailed to he or Kochendorfer. The commission suggests trying to schedule a meeting with the owners to resolve this concern. Kochendorfer mentioned that there has been outreach with the owners, but no response has been received. Kochendorfer and Whitney will continue to work with the owners to resolve the concerns.

Reports

- a. Planning and Zoning Administrator – Kochendorfer reported that his office is still busy processing permits and working on projects.
- b. Projects Committee – Hernesmaa reported the Depot project is still moving forward with new windows, and the dirt removal project is estimated to cost \$140 per yard.
- c. Council – Roose reported that the Dog Park signs were approved, which PZ originally had approved. No comments were made relating to the most recent variance that was approved.

New Business

Old Business:

a. IUP Process Update-

b. Permissible Uses List- Kochendorfer explained that the permissible uses list, as a whole, can be looked and updated, but a lot of items need to be better defined. The intent for tonight's meeting is to establish the Animal Rescue designation being added to the list. Kochendorfer explained the rationale behind adding this to the zoning designation, and compared other animal zonings.

There was discussion related to the allowance of geothermal energy, and if this could potentially be an issue, or if it needs to be added to the permissible uses list. Consensus was that this would not fall under the permissible uses list, but if a project was proposed for a commercial enterprise, this could be revisited, if need be, in the future.

Roose added that if Animal Rescues is going to be added to the permissible uses list, Dog Boarding should also be updated to reflect this as the same. Roose recommends the Dog and Cat Boarding, and Animal Rescue be by conditional use only in C1, C2, and M. The conditional use would allow to set limits on the number of Dogs/Cats being allowed.

Kochendorfer further discussed that this list is for primary uses, and secondary uses can be approved by other means, such as Home Occupation permits, etc.

Motion Heil, to add Animal Rescue to the permissible uses list, by Conditional Use Permit, under C1, C2, and M Zoning, and add Dog/Cat Boarding to C1, and C2 by Conditional Use Permit/ Second Palcher. Motion carried without objection.

Kochendorfer explained that this list can be looked at and changed as needed, and as definitions and the needs change, but we shouldn't be looking to change it at every meeting as this then has to go to public hearings for the city council, as these are ordinance changes. If an individual proposes something this isn't on this list, PZ can then look at adding it at that time. As the IUP process is changed, items on this list may also change in the future.

c. Business Park Covenant- Kochendorfer explained that in our last meeting, we discussed repealing the covenant ordinance or making changes to it. After Clerk Langowski spoke to the commission at the last meeting, it was apparent that the originally Business Park Plan was much different than we see it today, as there are more commercial style spaces than industrial/manufacturing. Kochendorfer recommends repealing the ordinance, versus making changes. The ordinance has a lot of stricter requirements such as signage, set-backs, which makes building proposals much more difficult.

Further discussion on what repealing the ordinance would mean. If repealed, all other city ordinances would be applicable to this area, and no longer governed by this ordinance. There was also discussion on how this would affect the future zoning. Kochendorfer explained that this wouldn't affect any of the zoning, that would be a separate issue. Some explanation of the current zoning was also had, explaining that many of the spaces

have changes from Industrial (M) to Commercial (C1).

Motion Heil to Repeal Ordinance 11.02 Ely Business Park Covenants/ Second White. Motion carried without objection

Roose made mention that repealing this ordinance will be of benefit as the current ordinance is restrictive, and no longer applicable to the city.

- d. 900 Miners Drive- Kochendorfer is still working on the survey, but explained where the current proposal sits, and some of the challenges that have been presented. The original plat included part of the roadway, as well as the recreational center. Correcting this plat may also lead to correcting the plat by the rec center.

Kochendorfer will work on getting the plat corrected, and once that is complete, we can move forward with potential re-zoning.

- e. Fence Ordinance- Kochendorfer explained the redline changes that were made, which is included in the agenda packet. There is also an example ordinance that is included in the packet. A lot of the variances we have seen in the last few years are for fence heights on streets and avenues (corner lots) where fence heights are restricted to 4 feet. Some changes included, increasing the max fence height to 7 feet, allowing taller fences in the front yard, so long as they are transparent, removing the street/avenue restriction, so long as the 20-foot vision triangle still exists, as well as some definition changes. Building permits are required once a fence height reaches 7 feet or more. Whitney explained that the amount of engineering once you exceed a 7-foot-high fence, becomes expensive, and elaborate.

There was discussion about adding “retaining wall blocks” under this ordinance. This could be included with the permitting process. Kochendorfer will look at adding some language. Language could also be added for “patio screens”.

- f. Update City Comprehensive Plan from 2016- Kochendorfer discussed current challenges with review of the comp plan. In the past, there were steering committees that took this on, otherwise EUC, Projects, and other groups would still have to look at it, and this might not be completed in a timely matter. There was discussion on how we should proceed forward to have this complete in a timely matter.

Kochendorfer will look at simplifying the document, with input from the commission, and Roose will also start looking at it, and will bring ideas back to future meetings.

Adjournment at 6:53 PM without objection.