

**MINUTES  
PLANNING COMMISSION**

**APRIL 1, 2013**

Chairman Dan Roberts called the meeting to order at 6:30 p.m. Members present were Darlene Loven, Donavan Mayer, and Ron Mehr. Bob McDaniel was absent. Also present were Renee Eckerly, City Administrator; Ashley Alsum, Cable Coordinator; Brian Savage, Valley Industries; and Corey Gerads, Paynesville Arch, LLC.

**Motion was made by Mayer to approve the minutes of the March 4, 2013 Planning Commission Meeting. Seconded by Loven and unanimously carried.**

**LOT SPLIT – PAY DEL CO - VALLEY INDUSTRIES BUILDING**

A Lot Split Application submitted by Pay Del Co for the purpose of splitting Lot 1, Block 1, River Park Estates into two lots zoned I1 Light Industrial was presented. Eckerly reviewed the lot split layout and Savage commented on the lots. Eckerly informed the Commission that Gary Utsch, Building Inspector may have a way for the cold storage structure for Spanier to be build without the bathroom requirement. Eckerly has contacted Spanier regarding this.

Attorney Spooner's email was reviewed. The Commission may or may not want to include conditions on the proposed lot split. A Report & Recommendation Of The Planning Commission On Lot Split Application was reviewed for consideration; if conditions are necessary, they will need to be added to the document. The Commission decided that additional wording would duplicate the zoning ordinance. Eckerly informed Savage of the Council meeting date.

**VARIANCE REQUEST – PAYNESVILLE ARCH, LLC**

A Variance Application submitted by Paynesville Arch, LLC was presented. Paynesville Arch, LLC plans construct a sign and detached shed/trash enclosure. They wish to erect a sign up to 60', but it could be less, but not any more than 60'. They will meet the 5' sign set back, but not the height restriction of 35'. They also wish to erect a detached shed/trash enclosure, but will not meet the 20' rear set back as they will only be 5' from the property line; therefore, needing a 15' variance. Also the structure will not meet the 10' side set back as they will only be 5'4" so they will need a 4'6" variance. Eckerly reviewed the layout. Gerads explained the trash enclosure and shed. The Commission discussed the utility easement issue with Gerads. Gerads is willing to write a letter regarding reconstructing the structure if there was necessary utility work to be done in the future.

Gerads explained the sign request is a maximum of 60'. McDonalds has a sign company that comes out and does sight line tests. McDonalds also has a structural engineer that will address wind shear. The sign, including the footings, will meet the 5' setback. The Commission discussed the heights of other signs in the City. It was noted that the height is capped at 60' because of the Airport Zoning Ordinance.

The Commission reviewed Attorney Spooner's email as the Commission may or may not want to include further conditions on the sign. A Report & Recommendation Of The Planning Commission

On Application For Variance was reviewed for the Commission's consideration; if conditions are necessary, they will need to be added to the document.

In the preconstruction meeting is was discussed that a statement be added to the Variance that addresses that the City will allow building within the City's easement, but if work must be done within the easement and damage is incurred; the costs and expenses for such would be consumed by Paynesville Arch, LLC. This is being reviewed by Attorney Spooner.

**Motion was made by Loven to approve the Report & Recommendation Of The Planning Commission On Application For Variance. Seconded by Mayer and unanimously carried.**

### **OPPORTUNITY PARK 2<sup>ND</sup> ADDITION – CONCEPT PLAN**

A Preliminary Plat Application submitted by the City of Paynesville to plat Outlot A of Opportunity Park into 5 lots zoned C-2 Hwy Commercial was presented. Eckerly reported that no changes have been made from the Concept Plan, just more detail added.

**Motion was made by Mayer to set the Opportunity Park 2<sup>nd</sup> Addition – Preliminary Plat Public Hearing for Monday, May 6, 2013 at 6:35 p.m. Seconded by Mehr and unanimously carried.**

### **NEXT MEETING**

**Motion was made by Loven to set a Special Planning Commission meeting for Monday, April 8, 2013 at 6:30 p.m. for the purpose of considering a Variance Request submitted by Bill & Hancy Fuchs. Seconded by Mayer and unanimously carried.**

### **BUILDING PERMIT REPORTS**

The Commission reviewed the reports that were distributed at the meeting.

There being no further business the meeting was adjourned at 7:00 p.m.