

**City of Mayer**  
**Planning Commission**  
Meeting Minutes  
Tuesday, August 5, 2014

**Commission Members Present:** Chairperson Tom Stifter, Bill Michel, Don Wachholz, Les Hahn, Krista Goedel, Rod Maetzold and Council Liaison Bruce Osborn.

**Commission Members Absent:** None

**Others Present: City Council Member** Tice Stieve-McPadden and Terry Hartman of Hartman Communities

**Staff Present:** City Administrator Luayn Ruch-Hammond and Planning Consultant John Anderson of Municipal Development Group, Inc.

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**CALL MEETING TO ORDER**

Meeting called to order at 6:33 PM by Chairperson Stifter.

**ADOPT AGENDA**

A motion to approve the agenda was made by Commissioner Wacholz and seconded by Commissioner Michel. Motion carried 7/0.

**APPROVAL OF MINUTES**

A motion to approve the July 1, 2014 minutes with one change deleting some wording by Commissioner Hahn regarding colors on the buildings at Old School House Park was made by Commissioner Michel and seconded by Commissioner Goedel. Motion carried 7/0.

**PUBLIC HEARING REGARDING A TEXT AMENDMENT TO FENCE SETBACKS UNDER TITLE XV: LAND USAGE, CHAPTER 152: ZONING, SECTION 152.093**

At 6:42 PM Chairperson Stifter opened the public hearing for the fence setbacks text amendment.

Planning Consultant Anderson presented the proposed changes regarding the fence setbacks text amendment.

There was no comment from the public regarding the fence setbacks public hearing so Chairperson Stifter closed the public hearing at 6:43 PM.

A motion was made by Commissioner Goedel and seconded by Commissioner Hahn to recommend approval of the text amendment to Title XV: Land Usage, Chapter 152: Zoning, Section 152.093 regarding fence setbacks. Motion carried 7/0.

**SITE PLAN REVIEW FOR A BUILDING ADDITION AT 255 ASH AVENUE NORTH**

Planning Consultant Anderson presented the site plan and building elevations for the building addition at 255 Ash Avenue North, also known as Founder's Square. He also stated comments were received from Mn/DOT and the City Engineer regarding this proposal.

Commissioner Hahn stated that there is an option for the EDA and City to add some additional parking south of this site to be used for the downtown area.

City Administrator Ruch-Hammond stated that the EDA and City could partner with Hartman Communities to get the additional parking constructed in the location south of the proposed addition.

Discussion regarding the proposed parking on the site plan ensued as to whether the parking could be changed to diagonal parking or stay perpendicular.

Terry Hartman stated that he has reviewed the signage regulations in the zoning ordinance and felt there should be no issues with the signage.

Discussion regarding landscaping followed with general questions as to what landscaping is required and where it may go.

Planning Consultant Anderson stated that the landscaping requirement is one tree per one thousand square feet of building space and that five trees would be required for the new addition and existing structure.

City Administrator Ruch-Hammond stated that if there is no space to plant the required trees on site, the trees could be planted in a park instead.

Terry Hartman stated they would like to start construction on the addition yet this year and that they have tenants interested in leasing space.

Chairperson Stifter stated that he would like to see the off-street parking stay perpendicular and asked Terry Hartman what he would like to see.

Terry Hartman stated that he felt the existing parking works now as perpendicular and would like to keep it perpendicular.

Planning Consultant Anderson stated that two items that will need to be satisfied is moving the off-street parking back from the intersection and satisfying the stormwater comments made by Mn/DOT and the City Engineer.

A motion was made by Commissioner Goedel and seconded by Commissioner Wachholz, to recommend approval of the site plan, with conditions, for a building addition at 255 Ash Avenue North otherwise known as Founder's Square. Motion carried 7/0.

#### **NEXT MEETING**

Next Meeting Tuesday, September 2, 2014.

#### **COMMISSIONERS REPORT**

None.

#### **ADJOURNMENT**

A motion was made by Commissioner Wachholz and seconded by Commissioner Hahn, to adjourn the meeting at 7:20 PM. Motion carried 7/0.