

**City of Mayer**  
**Planning Commission**  
Meeting Minutes  
Tuesday, October 4, 2022

**Commission Members Present:** Chairperson Tom Stifter, Commissioner Michael Sommerfeld, Commissioner Sarah Strand and Council Liaison Larry Millender.

**Commission Members Absent:** Commissioner Les Hahn, Commissioner Thomas Von Berge and Vice-Chairperson Patty Lanting.

**Others Present:** Don Wachholz, Jerry Thomas, Lyle Honebrink and Brad Quaas.

**Staff Present:** John Anderson of Municipal Development Group, LLC, Nick Johnson, City Administrator.

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**CALL MEETING TO ORDER.**

Meeting called to order at 6:30 PM by Chairperson Stifter.

**ADOPT AGENDA.**

A motion to approve the agenda was made by Commissioner Strand and seconded by Commissioner Sommerfeld. Motion carried 4/0.

**APPROVAL OF MINUTES.**

A motion to approve the June 14, 2022 Planning Commission minutes was made by Commissioner Strand and seconded by Chairperson Stifter. Motion carried 4/0.

**PUBLIC HEARING – COMPREHENSIVE PLAN AMENDMENT CHANGING THE FUTURE LAND USE DESIGNATION ON THE FUTURE LAND USE MAP OF THE OLD FIRE STATION PROPERTY FROM PUBLIC AND QUASI PUBLIC TO COMMERCIAL.**

Planning Consultant Anderson presented the information for the comprehensive plan amendment and for the rezoning public hearing to the Planning Commission.

At 6:33 PM Chairperson Stifter opened the public hearing.

Brad Quaas stated he was the person who is buying the property and is ok with the comprehensive plan amendment and the rezoning.

A motion was made by Council Liaison Millender to close the public hearing and seconded by Commissioner Sommerfeld. Motion carried 4/0 to close the public hearing at 6:34 PM.

**PUBLIC HEARING – REZONING OF THE OLD FIRE STATION PROPERTY FROM P/I PUBLIC/INSTITUTIONAL DISTRICT TO C-2 CENTRAL BUSINESS DISTRICT**

At 6:35 PM Chairperson Stifter opened the public hearing.

A motion was made by Commissioner Sommerfeld to close the public hearing and seconded by Council Liaison Millender. Motion carried 4/0 to close the public hearing at 6:36 PM.

Council Liaison Millender asked if anything else was needed in order for the comprehensive plan amendment to be processed.

Planning Consultant Anderson stated that nothing else was needed but that the comprehensive plan amendment does need to be submitted for the Metropolitan Council for final approval.

Brad Quaas Asked how long the Metropolitan Council review would take.

Planning Consultant Anderson stated he was not sure of the exact timing the Metropolitan Council review but would verify that this week.

A motion was made by Commissioner Sommerfeld and seconded by Commissioner Strand to recommend approval of the comprehensive plan amendment changing the future land use designation on the future land use map for the old fire station property at 400 Ash Avenue North from Public and Quasi Public to Commercial and to rezone the old fire station property from P/I Public/Institutional District to C-2 Central Business District. Motion carried 4/0.

**DISCUSSION OF THE ZION LUTHERAN SCHOOL EXPANSION AND SITE PLAN REVIEW.**

At 6:38 PM, Jerry Thomas representing Zion Lutheran School, stated that the full submittal will be coming in the next week and that construction on the expansion is expected to begin in March or April, 2023. He said the addition will be three classrooms that are each approximately 900 square feet in size. He also stated they have a concept plan for the entire property that shows a thirty-year buildout of the site and that this addition will allow the school to move a classroom out of the basement, the library and the house on the corner of the property known as Christ's Corner. He stated they have completed soil borings on the property and there are no soil issues. He also stated that the rental house is on a separate parcel and that it will need to be eventually removed and that there are three separate parcels each under the ownership of a different entity and that these will be brought under one ownership.

Lyle Honebrink stated that after the current family that is living in the rental house moves out, they do not plan on renting the house out to anyone else.

Jerry Thomas stated that they do not plan on adding any additional staff or students at this time since the school is full.

Planning Consultant Anderson stated that a site plan review will be needed as part of the submittal, along with a lot combination to combine the property so that the addition does not cross a property line. He also stated that when the last addition was completed about ten years ago, a variance was approved to reduce the off-street parking requirements and that this proposal would require a variance to reduce the off-street parking as well unless off-street parking is added with the addition.

**NEXT MEETING.**

Next scheduled meeting is Tuesday, November 1, 2022.

**COMMISSIONERS REPORT.**

None.

**ADJOURNMENT.**

A motion was made by Commissioner Strand and seconded by Commissioner Sommerfeld to adjourn the meeting at 6:50 PM. Motion carried 4/0.