

**City of Mayer**  
**Planning Commission**  
Meeting Minutes  
Wednesday, January 2, 2019

**Commission Members Present:** Chairperson Tom Stifter, Council Liaison Erick Boder, Commissioners Les Hahn, Rod Maetzold, Don Wachholz, and Patty Lanting.

**Commission Members Absent:** Commissioner Barney Johnson.

**Others Present:** Mayor Mike Dodge, Council Member Nikki McNeilly, Chad Heldt, Michael Hanks, Kaye Timmers, Ryan Prinser, Lynn Fisher, Pat Keppel, Pam Geiszler, Suzi Poppler, and Chris Mikkelsen.

**Staff Present:** Planning Consultant John Anderson of Municipal Development Group, LLC

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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 with the change to move the election of the Planning Chairperson and Vice Chairperson to after the public hearing was made by Commissioner Wachholz and seconded by Commissioner Maetzold. Motion carried 6/0.

**APPROVAL OF MINUTES.**

A motion to approve the December 4, 2018 Planning Commission minutes was made by Commissioner Lanting and seconded by Commissioner Wachholz. Motion carried 6/0.

**PUBLIC HEARING FOR A TEXT AMENDMENT TO TITLE XV: LAND USAGE, CHAPTER 152: ZONING, SECTION 152.003 DEFINITIONS AND SECTION 152.026 DRIVEWAY, PARKING AREA, AND HARD SURFACE IMPROVEMENTS REGARDING PARKING PADS.**

Planning Consultant Anderson presented the text amendment and stated this in regards to possibly allowing parking pads to be gravel or other semi-improved surfaces. He also stated that a definition of parking pads and driveways was included so that it is very clear the difference between the two.

Pat Keppel, 1104 Apple Circle asked if you could park on the side of the garage if the garage was only ten feet from the property line.

Planning Consultant Anderson stated that you would not be able to park a vehicle on that side due to needing a five foot setback from the property line. He also stated that there are lots and houses within the City that due to the setbacks and elevation on the lot, that a parking pad may not be allowed on the lot.

Kaye Timmers asked if a permit was needed to put in a parking pad.

Planning Consultant Anderson stated that a zoning permit is needed to verify size, materials and setbacks and grading of the parking pad but that a building permit is not needed.

At 6:38 PM Chairperson Stifter opened the public hearing.

Michael Hanks stated he has a lot on the corner of 5th Street and Highway 25 and that he has a gravel parking pad that has been installed for years and asked if it was grandfathered in. He also stated that he has a small lot and that he has no room for parking.

Planning Consultant Anderson stated that if the gravel parking pad was installed prior to the original ordinance being approved in 2006 that required parking pads to be paved, then it would be grandfathered in.

Lynn Fisher, 117 1st Street NW, asked if a gravel driveway was grandfathered in.

Planning Consultant Anderson stated that if the driveway was installed prior to the ordinance from 2006 that required paving the driveway, then it would be grandfathered in.

Commissioner Hahn asked what it meant that the City Administrator could waive the requirements under section 152.026 (A).

Planning Consultant Anderson stated that this language was in the original ordinance from 2006 and that it does state that the City Administrator could waive the parking pad requirements in specific circumstances.

Chairperson Stifter closed the public hearing at 6:44 PM.

A motion to recommend approval of the text amendment with one change to section 152.026 (A) was made by Commissioner Lanting and seconded by Commissioner Maetzold.

Discussion ensued with Commissioner Wachholz asking why unimproved parking pads, which includes grass surfaces, could not be allowed.

Commissioner Hahn also stated that he felt that unimproved surfaces should also be allowed for parking pads.

Motion was denied 5/1 with Chairperson Stifter, Council Liaison Boder, Commissioners Hahn, Maetzold and Wachholz voting to deny and Commissioner Lanting voting to approve.

A motion to recommend approval of the text amendment with the change that semi-improved and unimproved surfaces will be allowed for a parking pads was made by Commissioner Wachholz and seconded by Commissioner Hahn. Motion carried 5/1 with Chairperson Stifter, Commissioners Hahn, Maetzold, Lanting and Wachholz voting to approve and Council Liaison Boder voting to deny.

#### **ELECTION OF THE CHAIRPERSON AND VICE CHAIRPERSON**

It was recommended by Planning Consultant Anderson to move the election of the Chairperson and Vice Chairperson to the February meeting to allow for the open Planning Commission seats to be filled.

#### **NEXT MEETING.**

Next scheduled meeting is Tuesday, February 5, 2019. Planning Consultant Anderson stated that there may be a special Planning Commission meeting held later in January but it would not be determined until the application for a site plan review for a new business was received.

**COMMISSIONERS REPORT.**

None.

**ADJOURNMENT.**

A motion was made by Commissioner Maetzold and seconded by Commissioner Wachholz to adjourn the meeting at 7:16 PM. Motion carried 6/0.