

City of Mayer
Planning Commission
Meeting Minutes
Monday, October 26, 2020

Commission Members Present: Chairperson Tom Stifter, and Commissioners Michael Sommerfeld, Sarah Strand and Don Wachholz. Council Liaison Tice Stieve-McPadden arrived at 5:03 pm.

Commission Members Absent: Commissioners Les Hahn and Patty Lanting.

Others Present: Members of the City of Mayer Fire Department and Mayor Mike Dodge.

Staff Present: John Anderson of Municipal Development Group, LLC and City Administrator Margaret MacCallum.

CALL MEETING TO ORDER.

Meeting called to order at 5:00 PM by Chairperson Stifter.

ADOPT AGENDA.

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

APPROVAL OF MINUTES.

A motion to approve the July 7, 2020 Planning Commission minutes was made by Commissioner Sommerfeld and seconded by Commissioner Strand. Motion carried 4/0.

SITE PLAN REVIEW FOR A NEW FIRE STATION AT 409 SHIMMCOR STREET IN THE C/I COMMERCIAL/INDUSTRIAL DISTRICT.

At 5:05 PM, Planning Consultant Anderson, presented the information.

Council Liaison Tice Stieve-McPadden asked if the off-street parking would be sufficient if the additional bay was to be constructed.

Planning Consultant Anderson stated that there were three more off-street parking spaces provided than were required and that he did not have the exact dimensions of the possible expansion area to determine how many additional off-street parking spaces may be needed. He stated that the parking areas in the bays can also be used to count towards the off-street parking requirement and that they were not included in the overall counts, so between the indoor parking areas and the three extra spaces he felt there would be sufficient off-street parking if the additional bay was constructed.

Commissioner Wachholz asked about signage for the building.

Rod Maetzold representing the fire department said signs on the exterior of the building are being proposed.

Council Liaison Tice Stieve-McPadden asked if directional signage could be painted on the ground.

Planning Consultant Anderson stated the proposed drawing of the building shows exterior signage and that it appeared to be in compliance with the sign ordinance. He stated that any proposed signage would need to be approved through a sign permit. He also stated that directional signage could be painted on the ground such as arrows.

A motion to recommend approval of the site plan for a new fire department building was made by Commissioner Wachholz and seconded by Commissioner Sommerfeld. Motion carried 5/0.

SITE PLAN REVIEW FOR A NEW COFFEE SHOP AND OFF-STREET PARKING AT 124 ASH AVENUE NORTH IN THE C-2 CENTRAL BUSINESS DISTRICT.

At 5:13 PM, Planning Consultant Anderson, presented the information.

Chairperson Stifter asked if a drive through could be accommodated on this site.

Planning Consultant Anderson stated that if one were to be proposed the applicant would have to go through an approval process for the drive through and that the entrance would come from the alley and exit on to Ash Avenue (State Highway 25). He stated that it would be unclear if Mn/DOT would allow an access to State Highway 25 at this location. He also stated that the applicant has not requested a drive through at this time.

Chairperson Stifter asked if this structure needed to be ADA compliant.

Planning Consultant Anderson stated that ADA compliance would be building code related and that he was unsure if this structure would need to be updated to be ADA compliant since it was an existing structure.

Council Liaison Tice Stieve-McPadden asked if the building inspector has looked at the structure yet.

Planning Consultant Anderson stated he was not sure if the building inspector had been contacted but that any modifications to the structure would need to go through the building permit process and that the use would need to meet all building code requirements in order to operate.

Discussion then took place by multiple members of the Planning Commission in regards to off-street parking. Planning Consultant Anderson stated the site plan that was provided with the application shows three off-street parking spaces and that they do not work or are to scale the way they are laid out on the site plan. He stated that it would be possible to have two perpendicular off-street parking spaces accessing the alley, but that they would have to back into the alley to exit. He also stated that if these two spaces were provided there should be some sort of walkway from the spaces to the building itself and that these spaces could be limited to only employees.

A motion to table the site plan to the next Planning Commission meeting was made by Commissioner Sommerfeld and seconded by Commissioner Strand. Motion carried 5/0.

REVIEW AND DISCUSSION OF THE RENTAL ORDINANCE FOR THE CITY OF MAYER.

At 5:43 PM, City Administrator MacCallum, presented the information.

Chairperson Stifter asked if this proposed rental ordinance was for the renting of the entire house or just the renting of a room.

City Administrator MacCallum stated that it was for the renting of an entire structure or unit.

Council Liaison Tice Stieve-McPadden asked if the draft rental ordinance is meant to keep the renter safe.

City Administrator MacCallum stated that the draft rental ordinance was meant for the overall general safety of the rental units in general.

Council Liaison Tice Stieve-McPadden stated the building inspector does not enforce the Mayer City Ordinances.

Chairperson Stifter asked what lead to the creation of the rental ordinance.

City Administrator MacCallum stated she had received some calls from renters that were health related and has had some neighbor complaints about the maintenance of rental units and what that would do to the property values of the neighboring homes.

Mayer Dodge stated that there was also a complaint about a drug house and that was a rental unit.

NEXT MEETING.

Next scheduled meeting is Tuesday, November 3, 2020.

COMMISSIONERS REPORT.

None.

ADJOURNMENT.

A motion was made by Commissioner Wachholz and seconded by Commissioner Sommerfeld to adjourn the meeting at 6:03 PM. Motion carried 5/0.