

City of Mayer
Planning Commission
Meeting Minutes
Tuesday, June 3, 2025

Commission Members Present: Chairperson Michael Sommerfeld, Vice-Chairperson Tom Stifter, Commissioner Daniel Levitz, Commissioner Sarah Strand and City Council Liaison Chad Heldt.

Commission Members Absent: Commissioner Ryan Kusske.

Staff Present: City Administrator Nicholas Johnson and Consulting Planner John Anderson of Municipal Development Group.

Others Present: Joel Landskroener and Gale Schutte representing Mayer Lutheran High School.

CALL MEETING TO ORDER.

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

ADOPT AGENDA.

A motion to approve the agenda was made by Commissioner Levitz and seconded by City Council Liaison Heldt. Motion carried 5/0.

APPROVAL OF MINUTES.

A motion to approve the May 6, 2025 Planning Commission meeting minutes was made by City Council Liaison Heldt and seconded by Commissioner Strand. Motion carried 5/0.

SITE PLAN REVIEW FOR A CLASSROOM ADDITION TO THE MAYER LUTHERAN HIGH SCHOOL AT 306 7th STREET NE IN THE P/I PUBLIC/INSTITUTIONAL DISTRICT.

Planning Consultant Anderson presented the information regarding the site and building plans for a science classroom addition to the Mayer Lutheran High School. Planning Consultant Anderson discussed the details of the review went through the proposed conditions for approval.

Commissioner Levitz stated that the site plan meets all the zoning ordinance requirements so why wouldn't the City approve the site plan review.

Joel Landskroener, representing Mayer Lutheran High School stated they are ready to go and start building as soon as the approvals are in place.

A motion to recommend approval of the site plan review for a classroom addition to the Mayer Lutheran High School was made by Council Liaison Heldt and seconded by Commissioner Levitz. Motion carried 5/0.

ZONING ORDINANCE UPDATE DISCUSSION.

Planning Consultant Anderson presented the zoning ordinance updates for the Performance Standards section. Discussion took place on certain items.

NEXT MEETING.

Next scheduled meeting is Tuesday, July 1, 2025.

COMMISSIONERS REPORT.

None.

ADJOURNMENT.

A motion was made by Council Liaison Heldt and seconded by Commissioner Levitz to adjourn the meeting at 7:30 PM. Motion carried 5/0.