

# **MINUTES OF THE ALBERT LEA PLANNING COMMISSION**

Regular Meeting

May 2, 2023

5:30 pm – City Center

Chairman Lucas Schuster called the meeting to order at 5:30 pm.

## **MEMBERS PRESENT**

Wyeth Anderson, Vice-Chair

Leon Axtman

Jared Dawson

Lucas Schuster, Chair

Steve Thompson

Rachel Christensen, Ex-Officio

## **MEMBERS ABSENT**

Matt Dorman

Chuck Paczowski

## **STAFF PRESENT**

Megan Boeck, City Planner

Cierra Maras, Development Services Administrative Assistant

## **APPROVAL OF AGENDA**

Motion by Dawson and second by Axtman to approve the agenda. Motion carried.

## **APPROVAL OF MINUTES**

Motion by Anderson and second by Dawson to approve the March 7, 2023 meeting minutes as presented. Motion carried.

Staff report prepared by Megan Boeck, City Planner, is to become part of these minutes by reference.

## PUBLIC HEARINGS

### a. Ordinance Amendments

#### **Schuster opened the hearing to the public at 5:34 pm**

Boeck stated that city staff is continuing to clarify and improve different zoning ordinances. The following draft amendments will not increase nor worsen existing requirements.

Sec. 50.0227. – Off-street parking and loading. This amendment will allow additional parking space in the R-1 district by increasing the size of the flare apron from 187ft<sup>2</sup> to 240ft<sup>2</sup>.

Sec. 50.0811. – Principal permitted uses and conditional permitted uses. This amendment will specify that properties within the DCD and also in the Heritage Preservation District will be required to have a minimum of 50% of the main floor in commercial use or a use other than residential. This is to prevent buildings downtown from becoming entirely residential.

Sec. 50.0890. – Access. This amendment is an addition to ordinance that will require site plans and permitting for curb, gutter, driveway expansion, and modification. The permit will help navigate impervious surface limitations and prevent concrete from being poured in areas not allowed.

Sec. 50.0934. – Locational and site development standards. This amendment will allow outdoor merchandise display in the DCD, B-2, and B-3 districts. It also clarifies an amount not to exceed 5% of the main gross floor area to be used for outdoor display.

Sec. 50.0936. – Outdoor seating on public property. This amendment eliminates fencing, bollard, ropes, or planter requirements to segregate outdoor seating areas. This amendment also protects the standard 3 foot discernable walkway required by the ADA.

#### **Schuster closed the hearing to the public at 5:47 pm.**

Motion by Schuster and second by Axtman to recommend to City Council approval of ordinance amendments to City Code Sections:

- Sec. 50.0227 – Off-street parking and loading
- Sec. 50.0811 – Principal permitted uses and conditional permitted uses
- Sec. 50.0890 – Access
- Sec. 50.0934 – Locational and site development standards
- Sec. 50.0936 – Outdoor seating on public property

Motion passed on a 5-0 voiced vote.

## COMMISSIONER COMMUNICATION

None.

## STAFF COMMUNICATION

### 1. Commissioner removal/replacement

Per City Code Sec. 2.203 Removal of member – any member absent for three consecutive meetings or five meetings in one year shall be deemed to have forfeited his seat upon declaration of the mayor, and a vacancy shall exist without formal removal proceedings.

Boeck stated that the last meeting Chuck Paczowski attended was in December of 2019 and attempts at communication have been unsuccessful. The board agreed that they would like to open the position.

Motion by Schuster and second by Thompson to recommend to Mayor Murray the removal of Chuck Paczowski from the Planning Commission board.

Motion passed on a 5-0 voiced vote.

## ADJOURNMENT

Motion by Schuster and second by Thompson to adjourn the meeting at 5:51 pm. Motion carried.

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Cierra Maras, Planning Commission Secretary

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Lucas Schuster, Chairman