

**CITY OF CHATFIELD
PLANNING & ZONING COMMISSION AGENDA**

Monday, March 7th, 2022

I. Planning & Zoning Commission Meeting, March 7th, 2022, 7:00 p.m.

II. Approve Prior Meeting Minutes

February 7th, 2022

III. Public Hearing Items

A. Zoning Text Amendment to the I-1 and I-2 Zoning Districts.

IV. Staff Recap on upcoming issues, if any...

A. League of MN Cities Virtual Conference Link

B. None

Adjourn

CITY OF CHATFIELD

PLANNING & ZONING COMMISSION MEETING MINUTES

Monday, February 7th, 2022

The Planning & Zoning Commission of the City of Chatfield met in regular session on Monday, February 7th, 2022. Dan Tuohy presided as Acting Chair and called the regular meeting to order at 7:00 PM.

Present	Absent	Name
	■	Commissioner Wayne Halvorson, Chair
■		Commissioner Dan Tuohy
	■	Commissioner Rich Bakken
■		Commissioner Terry Bradt
■		Commissioner Josh Broadwater
	■	Commissioner Colleen Haffner
■		Commissioner Kent Whitcomb
■		Logan Tjossem, Planner and Zoning Administrator

Prior Meeting Minutes

Motion: To approve minutes by Commissioner Bradt
Second: Commissioner Broadwater
Amendments: None.
Ayes: Unanimous.
Nays: None.
Abstention: None.
Motion carried.

Public Hearing Items

None.

Staff Recap on upcoming issues.

Logan Tjossem, Planner and Zoning Administrator, presented to the Planning Commission the following:

- A) The Annual Report for 2021 Zoning Activity.
- B) The 2021 Conditional Use Permit Review.
- C) The need to vote on a new Chair.

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Motion: To appoint Wayne Halvorson as Chair by Commissioner Tuohy.
Second: Commissioner Bradt
Amendments: None
Ayes: Unanimous.
Nays: None.
Abstention: None.
Motion carried.

D) The need to vote on new Vice Chair.

Motion: To appoint Rich Bakken as Vice Chair by Commissioner Tuohy.
Second: Commissioner Bradt
Amendments: None
Ayes: Unanimous.
Nays: None.
Abstention: None.
Motion carried.

E) League of Mn Cities Virtual Conference Information.

- Logan will send link to interested members, if available.

F) Action Items:

1) Solar Power Text Amendment – Residential and Solar Farm

- Commission members discussed the need to clarify the rules and regulations for renewable energy, specifically solar power. Items that came up were the effects of glare and aesthetics, residential versus commercial uses, and solar farms.

Motion: To initiate a text amendment and direct Staff to come up with additional language regarding solar power within the City of Chatfield's Zoning Ordinance for review and adoption by Commissioner Broadwater.
Second: Commissioner Bradt
Amendments: None
Ayes: Unanimous.
Nays: None.
Abstention: None.
Motion carried.

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2) Athletic and Health Club/Business Text Amendment for the I-2 (General Industrial) Zoning District.

- Commission members discussed allowing certain types of uses within the I-2 (General Industrial) Zoning District based on a recent request. Items that were discussed were the amount of land needed, compatibility of surrounding uses, direct access to the highway and community need.

Motion: To initiate a text amendment and direct Staff to come up with language allowing Athletic Health Club/Businesses within the City of Chatfield's I-2 Zoning District for review and adoption by Commissioner Tuohy.

Second: Commissioner Whitcomb

Amendments: None

Ayes: Unanimous.

Nays: None.

Abstention: None.

Motion carried.

3) Large Animal Veterinary Clinic Text Amendment for the I-2 (General Industrial) Zoning District.

- Commission members discussed allowing certain types of uses within the I-2 (General Industrial) Zoning District based on a recent request. Items that were discussed were the amount of land needed, compatibility of surrounding uses, direct access to the highway and community need.

Motion: To initiate a text amendment and direct Staff to come up with language allowing a Large Animal Veterinary Clinic within the City of Chatfield's I-2 Zoning District for review and adoption by Commissioner Tuohy.

Second: Commissioner Whitcomb

Amendments: None

Ayes: Unanimous.

Nays: None.

Abstention: None.

Motion carried.

4) Some other means to overcome Zoning Barriers.

- There was discussion on Zoning barriers and what modifications can be made to the Comprehensive Plan and Zoning Ordinance to address those barriers. Discussion included Land Use Plan updates, Text Amendments, ADU (Alternate Dwelling Units), and an Incentive Development process.

5) Strategic Plan: Logan Tjossem, Planner and Zoning Administrator brought up the

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Strategic Plan and the role that the Planning Commission will have in the tasks assigned. Items and discussion included:

- Re-imagine Twiford: Land generally bound by First Street, Main Street, Division Street, and Mill Creek Park.
- Affordable Housing Strategies – Vacant Lots and ADU's (Alternate Dwelling Units).

Adjourn

Motion: To adjourn by Commissioner Bradt.
Second: Commissioner Broadwater
Amendments: None
Ayes: Unanimous.
Nays: None.
Abstention: None.
Motion carried.

Dan Tuohy, Acting Chair

Logan Tjossem, Planner & Zoning Administrator



City of Chatfield

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MEMORANDUM

TO: PLANNING & ZONING COMMISSION
FROM: LOGAN TJOSSEM, ZONING ADMINISTRATOR AND PLANNER
SUBJECT: I-1 AND I-2 INDUSTRIAL ZONING DISTRICTS PROPOSED AMENDMENT
DATE: 3/3/2022
CC:

Background: At the 02/07/2022 Planning and Zoning Commission meeting, the Commission members made a motion to amend the language under Section 113-187. – General Industrial District (I-2) to allow for Athletic and health clubs/businesses and Large Animal Veterinary and animal clinic uses.

The current regulations are listed below, and the proposed language change is in **red, BOLD, underlined and Italics**, as follows:

Sec. 113-187. – General Industrial District (I-2).

- (b) Permitted uses. The following are permitted uses for property zoned general industrial.
 - (1) All uses permitted in the I-1 light industrial district.

Sec. 113-186. – Light industrial district (I-1).

- (b) Permitted uses.
 - (1) The following are permitted uses for property zoned light industrial.
 - l. Athletic and health clubs/businesses.**
 - m. Large animal veterinary and animal clinic.**

Staff Recommendation / Action Requested:

Staff is requesting the Planning Commission make a recommendation to the City Council for approval of the Text Amendment as outlined above and follow the procedure as outlined in Section 113-135 as referenced below:

Sec. 113-135. - Procedure for the planning commission or the city council.

- a) Amendments of this chapter not initiated by the planning commission shall be referred to the planning commission for study and review.
- (b) All amendments of this chapter initiated by the planning commission, or the city council shall be the subject of a public hearing pursuant to law. The city clerk shall set the date for a public hearing and shall have the notice of such hearing published in the legal newspaper at least once, not less than ten days, nor more than 30 days prior to said hearing. The city council may waive the mailed notice requirements for a city-wide amendment to this chapter initiated by the planning commission or city council give notice in the manner required by law.
- (c) The planning commission shall hold the public hearing and then shall recommend to the city council within 30 days after the public hearing one of three actions: approval, denial, or approval with special conditions/modifications.
- (d) The city council shall act upon the application within 30 days after receiving the recommendation of the planning commission. Amendments to this chapter shall be by passage upon a simple majority vote of the city council, provided that any action or passage overriding the recommendations of the planning commission shall require a four-fifths majority vote of the entire city council.