

MINUTES
REGULAR MEETING – PLANNING COMMISSION
Monday, May 2, 2023 – 6:00 p.m.
Mississippi Room, Monticello Community Center

PLANNING COMMISSION WORKSHOP
Monticello Community Center

5:00 p.m. Continued Review of the Monti 2040 Land Use Designations and Industrial Uses

Commissioners Present: Chair Paul Konsor, Vice Chair Andrew Tapper, Teri Lehner, Melissa Robeck
Commissioners Absent: Eric Hagen
Staff Present: Angela Schumann, Steve Gritman (NAC), Ron Hackenmueller, Hayden Stensgard

1. General Business

A. Call to Order

Chairperson Paul Konsor called the regular meeting of the Monticello Planning Commission to order at 6:07 p.m.

B. Roll Call

Mr. Konsor called the roll.

C. Consideration of Additional Agenda Items

None

D. Approval of Agenda

ANDREW TAPPER MOVED TO APPROVE THE MAY 2, 2023 REGULAR MEETING AGENDA. PAUL KONSOR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

E. Approval of Meeting Minutes

- **Workshop Meeting Minutes—April 4, 2023**
ANDREW TAPPER MOVED TO APPROVE APRIL 4, 2023 WORKSHOP MEETING MINUTES. TERI LEHNER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.
- **Regular Meeting Minutes—April 4, 2023**
TERI LEHNER MOVED TO APPROVE THE APRIL 4, 2023 REGULAR MEETING MINUTES. PAUL KONSOR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.
- **Special Meeting Minutes—April 12, 2023**

ANDREW TAPPER MOVED TO APPROVE THE APRIL 12, 2023 SPECIAL MEETING MINUTES. MELISSA ROBECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

F. **Citizen Comment**

None

2. **Public Hearings**

A. **Consideration of Conditional Use Permit for an Accessory Structure—Major in the R-1, Single Family Residential District**

Applicant: Ben Roberg

City Planner Steve Grittmann provided an overview of the agenda item to the Planning Commission and the public. During the review of the Land Use Application, it was found that the applicant was interested in providing further information related to a companion Conditional Use Permit (CUP) for a driveway leading to the proposed accessory structure in the back yard. The applicant had since requested tabling action on the item and continuing the public hearing to the June 6, 2023 Planning Commission regular meeting, where both CUP requests can be reviewed and considered together.

Mr. Konsor opened the public hearing portion of the agenda item.

No comments were provided at that time.

PAUL KONSOR MOVED TO CONTINUE THE PUBLIC HEARING ON THE REQUEST TO THE JUNE 6, 2023 REGULAR PLANNING COMMISSION MEETING AND TABLE ACTION ON RESOLUTION NO. PC-2023-17. ANDREW TAPPER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

B. **Consideration of an Amendment to the Headwaters West Planned Unit Development District related to Subdivision Ordinance Requirements for Utility Installation**

Applicant: Delta Modular Construction, LLC

City Planner Steve Grittmann provided an overview of the agenda item to the Planning Commission and the public. The applicant requested to vary from the Subdivision Ordinance section related to the required installation and service of natural gas. The applicant noted that the twinhomes would be all-electric, including the areas where natural gas is commonly known to serve a home. Typically, with new development, the utility provider would install the natural gas lines at no cost, provided the lots utilize the natural gas on site. Since this would not be the case with the twinhomes, being all-electric, the utility provider would not install the main line through the development area. The request was to waive that requirement for the twinhome portion of the Headwaters West Planned Unit Development.

Mr. Konsor asked if the twinhomes were still planned to be rental units and rented out by one sole owner of that portion of the development. Mr. Gritman confirmed.

Mr. Konsor opened the public hearing portion of the agenda item.

Brian Nicholson, of Headwaters Development, addressed the Planning Commission and the public. Mr. Nicholson mentioned that there were multiple factors that drove the decision for all-electric homes. Those factors included building design, ease of maintenance, renter safety, and long-term environmental sustainability.

Mr. Konsor asked what the long-term plan was for the twinhomes, in case the twinhomes are sold to individual buyers and are left without natural gas capabilities. Mr. Nicholson clarified that at this time, Community Housing Corporation owns the entire subject area, and are slated to rent those homes out for at least the length of the Tax Increment Financing (TIF) District, roughly 25 years.

Andrew Tapper asked if it was possible to place a disclaimer on these pieces of property that mentions the fact that there would be no natural gas service, in the event that these would be sold in the future. Community Development Director Angela Schumann noted that the conditions of approval in exhibit z of the agenda item includes a requirement to record documentation on all lots affected by this request.

Councilmember Charlotte Gabler asked if there was an alternative for heating the homes in case power were to go out for an extended period of time. Mr. Nicholson noted that there is not a backup system for when the power goes out, but the renters of the twinhomes would have the option to go to the common area of the upcoming apartment building on site, which is to be heated by natural gas.

Mr. Gritman added that homes that are heated with natural gas experience the same issue when the power goes out, and it is not exclusive to all-electric homes.

Mr. Konsor closed the public hearing portion of the agenda item.

Mr. Konsor asked if individual propane tanks could be installed on the property, if the twinhomes were ever sold and if the buyer wanted natural gas. Ms. Schumann noted that staff would review the ordinance sections related to bulk fuel services within the City.

Councilmember Gabler asked if covenants or associated documents for the development would restrict installing natural gas in the future. Ms. Schumann mentioned that there are no association documents for the development, due to the twinhome portion being owned by a sole entity.

TERI LEHNER MOVED TO ADOPT RESOLUTION NO. PC 2023-18 APPROVING AN AMENDMENT TO THE HEADWATERS WEST PLANNED UNIT DEVELOPMENT DISTRICT RELATED TO SUBDIVISION ORDINANCE REQUIREMENTS FOR UTILITY INSTALLATION, BASED ON THE FINDINGS IN SAID RESOLUTION AND SUBJECT TO THE CONDITIONS IN EXHIBIT Z. ANDREW TAPPER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

3. Regular Agenda

None

4. Other Business

A. **Community Development Director's Report**

Ms. Schumann provided an overview of the agenda item to the Planning Commission and the public.

5. Adjournment

Andrew Tapper Moved to adjourn the May 2, 2023 regular meeting of the Monticello Planning Commission. Seconded the motion. Motion carried unanimously, 4-0. Meeting adjourned at 6:50 p.m.