



Plan Commission Minutes  
December 6, 2021 at 7:00 p.m.  
City Hall Council Chambers &  
Virtual Online – WebEx Meeting

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Commission Members Present: Christopherson, Gragert, Granlund, Obaid, Seymour, Erickson, Wolfgram, Helgeson, and Brandvold

Staff Members Present: Allen, Petrie, and Wittwer

1. Call to Order – Chairperson Granlund called the Plan Commission meeting to order at 7:00 p.m.
2. Roll Call – Chairperson Granlund called the roll for the meeting. Commissioners Granlund, Seymour, Wolfgram, Gragert, Erickson, Helgeson, Brandvold, and Christopherson were present in the Council Chambers. Commissioner Obaid was present virtually online.
3. Commissioner Seymour moved to approve the November 15<sup>th</sup> minutes. Commissioner Wolfgram seconded and the motion carried.
4. Open public comment period for items that do not appear on this agenda noted as public hearings. None.
5. Rezoning (Z-1703-21) – I-1 to CBDP  
Certified Survey Map (CSM-15-21) – Right-of-way (ROW) dedication  
Mr. Allen presented a request for the recommendation of approval of rezoning property from I-1 to CBDP and to approve the general development plan for a mixed-use development located along Oxford Avenue. This general development plan shows two mixed-use buildings with a mixture of commercial space and apartments above with a certified survey map with ROW dedication along Oxford Avenue for future road width. The Redevelopment Authority (RDA) has approved the project to move forward with city approval. A concept site plan and concept elevation show the proposed development plan. A final site plan approval is needed by the Plan Commission at a later date. This request will be on the City Council agenda for the December 13<sup>th</sup> meeting.

Sean Bohan with Advanced Engineering Concepts noted the project will be in the final design in the near future and storm water facility will be treated on site. He noted the traffic impact analysis (TIA) will be available to staff at the end of this month with the findings. In addition, he noted the pedestrian connections to and through the site.

Aaron Johnson with River Valley Architects noted that a micro-unit is a studio unit apartment. He noted the western side of the building would be similar with brick on the first floor and siding will be light and dark greys.

Commissioner Seymour moved to recommend approval of the rezoning request, CSM with ROW dedication, with conditions as noted in the staff report. Commissioner Helgeson seconded and the motion carried.

6. Conditional Use Permit (CZ-2114) – Detached Garage  
Mr. Petrie presented a request for the approval of a conditional use permit to allow for a detached garage in excess of the accessory structure located at 5014 Rivercrest Drive. The Zoning Board of Appeals approved the variance request to allow for the accessory structure within the front yard. The detached garage is 30' x 40' or 1,200 square foot in size and will be used for personal storage with camper, trailer and UTV. The lot size is approximately 2.6 acres in size.

Thomas Halaychik, 5014 Rivercrest Drive, noted he spoke with the neighbors and shared their support for the project. He noted the garage would be visible from the neighbor during the fall and winter, but when the trees have leaves on them no one can see the proposed garage.

Commissioner Helgeson moved to approve the conditional use permit with the condition noted in the staff report. Commissioner Seymour seconded and the motion carried.

7. Site Plan (SP-2138) – Commercial Building

Mr. Petrie presented a request for a site plan approval for a commercial building with a drive-thru located at 3785 Gateway Drive. The building is approximately 2,150 square feet with a drive-thru. A certified survey map was approved administratively by staff. The new lot created is 0.7 acres and the access to the property is through Kwik Trip and Walmart properties.

Thomas Radenz with REI noted his team is finishing the final drawings for the property owner to review and get a final tenant signed prior to submitting a building permit for the project.

Philip Langohr with AIG Properties Ltd., the owner of the lot, noted this project hopefully will start in the early spring depending on the weather.

Commissioner Helgeson moved to approve the site plan with conditions as noted in the staff report with the additional condition for a pedestrian connection at the north end with a larger concrete area (5-foot 'nose') extension at the landscape area for the pedestrians to get to the entrance. Commissioner Gragert seconded and the motion carried.

8. Future Agenda Items and Announcements – Mr. Allen noted this is the last Plan Commission meeting of the year, with the next Plan Commission meeting on January 3, 2022.
9. The meeting adjourned at 8:08 p.m.

  
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Zina Obaid, Secretary