

**MINUTES  
CITY OF ELKO NEW MARKET  
PLANNING COMMISSION MEETING  
FEBRUARY 28, 2023  
7:00 PM**

**1. CALL TO ORDER**

Chair Weber called the meeting of the Elko New Market Planning Commission to order at 7:00 p.m.

Commission members present: Weber, Smith, Hanson, Pipo, and Schroeder

Members absent and excused: Ex-Officio member Anderson

Staff Present: Senior Planner Renee Christianson and Planner Jake Skluzacek

**2. PLEDGE OF ALLEGIANCE**

Chair Weber led the Planning Commission in the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

Chair Weber asked if there were any changes to the agenda. Senior Planner Christianson informed her that there were no changes.

A motion was made by Smith and seconded by Hanson to approve the agenda as presented. Motion carried: (5-0).

**4. PUBLIC COMMENT**

None.

**5. ANNOUNCEMENTS**

None.

**6. APPROVAL OF MINUTES**

A. A motion was made by Smith and seconded by Weber to approve the minutes of the January 31, 2023 meeting as submitted. Motion carried: (5-0).

## **7. PUBLIC HEARINGS**

### **A. Consider Amendment of Chapter 11 of the Zoning Ordinance Regarding Stormwater Management**

Senior Planner Christianson introduced the topic and provided background. Christianson explained that the State requires the City to comply with certain stormwater management Ordinance requirements, and that the City's current ordinance needed to be amended in order to meet State requirements. City Engineer, Rich Revering, has drafted amendments to Chapter 11 of the Zoning Ordinance that would put the City back into compliance with State regulations. The draft has been shared with Scott County and the Vermillion River Watershed to ensure compliance with their standards as well. Christianson noted that any change to the Zoning Ordinance requires a public hearing which is why this issue arrived before the Planning Commission.

Chair Weber opened the public hearing at 7:02 p.m.

Hearing no public comment, Chair Weber closed the hearing to the public at 7:03 p.m.

Chair Weber mentioned that this amendment is required and there was not much to discuss.

A motion was made by Hanson and seconded by Smith to recommend the approval of the Amendment of Chapter 11 of the Zoning Ordinance Regarding Stormwater Management.

Motion carried: (5-0)

## **8. GENERAL BUSINESS**

None.

## **9. MISCELLANEOUS**

### **A. Residential Minimum Lot Size Research and Feedback**

Planner Skluzacek provided a brief update to the minimum lot size research and let the Commission know that a copy of a memo containing research from the League of Minnesota Cities was included in their packet. Skluzacek noted that it was something to keep the Commission thinking about the topic, but no feedback was needed at this point. Christianson expressed Staff's desire to wait to resume discussion on the topic until the new Commissioner(s) are appointed in April and have a chance to discuss upcoming priorities. Christianson also mentioned that there are higher priority items Staff will have to be dealing with in the upcoming weeks including the Niagara Bottling project. Commissioner Schroeder asked Christianson for an update regarding Niagara. Christianson replied that if there were no other questions regarding lot size, the next item on the agenda will provide an update. No one had any further questions.

## **B. Community Development Updates**

Christianson provided an update for the proposed Niagara Bottling facility. Since December 12<sup>th</sup>, the City has been in a holding pattern waiting for the decision on the need for an Environmental Assessment Worksheet from the Minnesota Department of Natural Resources (DNR). Christianson informed the Commission that the DNR released their findings of fact today, February 28<sup>th</sup>, and issued a decision that no EAW will be required related to the project.

The City submitted a request to increase their water appropriation permit from the DNR. As part of that process, there is a more thorough analysis on issues regarding groundwater. They are in the process of studying those issues and the DNR has not yet released their report indicating approval or denial of the City's water appropriations request. Under State law, no land use decisions could be made until the City had a final determination from the DNR regarding the need for an EAW. Christianson said that now that the City has the DNR determination, they are able to schedule items before the City Council for action. The current plan is to bring these items to the March 23<sup>rd</sup> City Council meeting.

## **C. Planning Commission Questions & Comments**

Commissioner Smith asked if there were any updates on the Deuce Road re-alignment? Smith was asking about one parcel in particular which is owned by Zwiers on the north side of CSAH 2. Christianson mentioned that this property is in the township and not in City limits. Dakota Electric has a purchase agreement on the site to construct a new substation needed to serve the industrial park and larger area. The City and Scott County have been working collaboratively with Dakota Electric to accommodate the needed future re-alignment of Dupont Avenue needed for a future interchange reconstruction.

Christianson shared that Staff have received a concept plan from Holiday for the Adelman Property. Motor fuel stations and commercial car washes require a conditional use permit for that district and the property still needs to be platted. Christianson stated that she expects the City may receive applications for development within this year.

Christianson added that the City is about ready to issue the building permit for Kwik Trip and they plan to open on approximately August 30<sup>th</sup>. Discussion followed.

Christianson also announced that Staff extended the deadline to apply for the Planning Commission because the vacancy was not posted on Facebook. Interviews will be held later in the month. Three applications have been received, one being current Commissioner Pipo. Skluzacek added that five applications have been received for the new Planner 1 position as well. Christianson provided an update for Hanson. The new position will assist Community Development but will also be taking over some Park's Commission responsibilities as well.

## **10. ADJOURNMENT**

It was moved by Hanson and seconded by Smith to adjourn the meeting at 7:20 p.m. Motion carried: (5-0).

Respectively submitted by:

A handwritten signature in black ink, appearing to read "Jake Skluzacek". The signature is written in a cursive, slightly slanted style.

Jake Skluzacek  
Planner 1