
The meeting was held in-person, with participation via Zoom also available.

1. **CALL TO ORDER** – Chair Kopitzke called the meeting to order at 7:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** – Present: Doug Parker, Jacob Edwards, James Langan, Justin Sykora, Kris Kopitzke, Kuchen Hale, Christian Dawson, Sally Doherty. Absent was Marc Porupsky (excused). A quorum was present.
ALSO IN ATTENDANCE – City Administrator Ron Moore, City Council member Stan Ross, Planning Consultant Claire Michelson
4. **APPROVAL OF AGENDA** –
Add item to beginning of agenda – “NRGC committee update”
Motion/Second Kopitzke/Parker To approve the agenda for the May 1, 2023 Planning Commission meeting. Passed 8-0.
5. **APPROVAL OF MINUTES** –
Motion/Second Hale/Doherty To approve the minutes of the April 3, 2023 Planning Commission meeting. Passed 7-0-1 (Parker abstain).
6. **REPORTS AND PRESENTATIONS**
Jack Kollmer, NRG member, reported that well water testing will be done in June. Sign up now to get your free test kit.
7. **PUBLIC HEARINGS**
 - A. Susan Herreid Variance Application at 4524 River Rd S
Chair Kopitzke opened the public hearing at 7:13 pm
Claire Michelson, City Planner, provided a summary of the application which is for a variance to the front setback to enable the existing stoop to be replaced with a front porch of approximately 190 sq. ft. to restore the home’s original historical character from the 1860’s. The variance would allow the front porch to be setback 63 feet from the centerline of River Road vs. the current setback of 67 feet.
The applicant was present for questions.
No public comments were received.
Motion/Second Parker/Hale to close the public hearing. Passed 8-0.
Public hearing closed at 7:17 pm
Chair Kopitzke stated he has no concerns with this variance request.
Parker agreed and stated he visiting the property.
Hale & Doherty noted they were missing the questionnaire in the application form.
Doherty dislikes commenting prior to receiving DNR input.
Claire Michelson stated the questionnaire was filled out by applicant, just didn’t make it to the packet.
Hale suggested adding the condition of DNR approval.
Motion/Second Kopitzke/Sykora to recommend approval of the variance at 4524 River Rd to the city council with addition of condition requiring DNR approval. Passed 8-0.
 - B. Monica Vu Conditional Use Permit Application for a Type D Short Term Home Rental License at 12740 22nd
Chair Kopitzke opened the public hearing at 7:23 pm.
Claire Michelson, city planner, provided a summary of the application which is for conditional use permit application for a short-term home rental license at 12740 22nd Street South.
Monica Vu, applicant, was present for questions.
Cameron Johnston, next door neighbor, would like to be sure the area remains peaceful.

55 Bill Zarbok, neighbor to the north, asked why a CUP is required and about the process. He also asked about
56 road restrictions and why there are heavy equipment trucks being allowed on city roads as part of tree clean up.
57 Would like to be sure the rules are the same for everyone.
58 Cameron Johnston stated he has concerns about the property borders as there is no fence line for separation.
59 Will the entire property be rented?
60 Monica (applicant) stated they are planning to rent to small families and don't intend to use entire property just
61 the home not all of the acreage. She is willing to install cameras.
62 Mark Tangen, neighbor to north, stated he has sent a letter in with concerns and objects to the request. Currently
63 he has issues with early morning work in the fields. Doesn't think the property will be managed correctly.
64 Other concerns were expressed regarding recreational vehicle use on the rental property.
65 No other comments were received.

66 **Motion/Second Hale/Parker to close the public hearing. Passed 8-0.**

67 Chair Kopitzke closed the public hearing at 7:49 pm.

68 Chair Kopitzke stated they could restrict people from going into the farm fields.

69 Hale stated that there is not a time limit on agricultural operations as Afton is an ag community.

70 Dawson suggested adding a condition to prohibit recreational vehicle use.

71 Doherty suggested adding a condition to keep renters from using the ag/farm fields.

72 Langan asked about enforcement and if there is an issue does enforcement carry forward to future rentals.

73 Administrator Moorse stated that if there are two valid complaints, the license holders would be violating the
74 ordinance.

75 **Motion/Second Doherty/Hale to recommend approval of the Conditional Use application at 12740 22nd
76 St S with additional conditions: #15 renters may not use recreation vehicles on the property; #16 renters
77 are not permitted in the fields; #17 owner will provide signage on property lines not to cross.**

78 Parker suggested preventing the use of firearms. After discussion it was determined that should be part of an
79 ordinance rather than the individual rental CUP.

80 **Motion Vote: Passed 8-0.**

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82 Commissioner Langan left the meeting at 8:13 pm.

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84 C. Xcel Energy Conditional Use Permit at 12511 Hudson Rd S

85 Chair Kopitzke opened the public hearing at 8:14 pm.

86 Claire Michelson, City Planner provided an overview of the application which is for a Conditional Use Permit
87 to reflect a proposed expansion on the site; which triggered the need for the site to come into conformance
88 through a Conditional Use Permit process, because there is currently not a Conditional Permit on file for the
89 property which includes an existing energy substation. The proposed expansion on the site consists of adding a
90 paved laydown yard area for staging materials on the east side of the site.

91 The applicant was present for questions and explained this is for a staging area for construction vehicles.

92 No comments were received.

93 **Motion/Second Dawson/Parker to close public hearing. Passed 7-0.**

94 Public hearing closed at 8:17 pm.

95 **Motion/Second Sykora/Dawson to recommend approval of the Conditional Use Permit at 12511 Hudson
96 Rd S. Passed 7-0.**

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98 **8. NEW BUSINESS - none**

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100 **9. OLD BUSINESS -**

101 A. Groundwater Protection

102 Chair Kopitzke suggested picking 2-3 items to start.

103 Items discussed were well capping, high capacity wells, and limiting lawn chemical use.

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105 B. Update on City Council Actions –

106 Council member Ross provided a summary of the April council meeting; also discussed enforcement and
107 the best ways to report a violation.

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10. ADJOURN

Motion/Second Parker/Doherty To adjourn. All aye, Passed 7-0.

Meeting adjourned at 9:00 pm

Respectfully submitted by:

JY

Julie Yoho, City Clerk

To be approved on

June 5, 2023 as (check one): Presented: X or Amended: _____