

**Meeting Minutes**  
**New Prague Planning Commission**  
**Wednesday, May 23, 2012**

**1. Call Meeting to Order**

The meeting was called to order at 6:32 p.m. by Planning Commission Vice Chair Jay Nuhring with the following members present: Dave Bruzek and Dan Meyer. Absent were Bob Gilman and John Roos.

City Staff Present: Ken Ondich – Planning Director and Michael Johnson – City Administrator

Others Present: Joanne Foust – City Consultant with Municipal Development Group

**2. Approval of April 25, 2012 Regular Meeting Minutes**

It was moved by Meyer seconded by Bruzek to approve the April 25, 2012 regular meeting minutes as submitted. Motion carried (3-0, Gilman and Roos absent).

**3. Old Business**

None.

**4. New Business**

**A. Conditional Use Permit #C1-2012 – Religious Institution at 201 Central Ave. N.**

Planning Director Ondich presented the staff report. He noted that New Prague Lutheran Church is the owner of the building which had previously been the State Bank of New Prague from 1973 to 2008 and that the Church intends to use the space for not only its offices but also for assembly and worship purposes with only interior modifications being made. He stated that the property is zoned B-1 Central Business and no off-street parking is required. He stated that they intend to have their large congregational services off-site as they have been doing but that small services, small weddings and some funerals may occur at the building. He stated that the bank had a more intensive traffic use based on the current proposal but an addition in the future could trigger the need for the traffic impact study and an amendment to the CUP. He stated that there are 42 spaces on the site which must be restriped and overflow parking will occur in the street and possibly at US Bank per an agreement or at the public parking near City Hall. He stated that existing bank signage will be removed or changed to the Church name and that no other exterior changes are proposed at this time. He stated that the existing refuse container in the parking lot must be screened per the ordinance and that inside the building only minor modifications such as the addition of a main floor kitchenette, accessible restroom and full sprinkler system. He stated that staff recommends approval of the Conditional Use Permit with all the findings and conditions contained in the staff report.

The public hearing was opened at 6:44PM.

Planning Director Ondich noted that applicant representatives Amy Trygestad and Steve Wilmot were present should the commission or residents have any questions.

The public hearing was closed at 6:45 PM.

Commissioner Bruzek asked if Dennis Seurer, Public Works Director, had any comments on the proposed conditional use permit.

Planning Director Ondich stated that he had reviewed the request but did not have any comments to offer.

Commissioner Bruzek asked the applicants ensure that users of the church to not travel the wrong way on 1<sup>st</sup> Street NE.

A motion was made by Bruzek, seconded by Meyer to recommend approval of Conditional Use Permit #C1-2012 to allow a religious institution to locate in the existing building at 201 Central Ave. N. in the B-1 Central Business District, with the following conditions:

1. The conditional use permit is valid only for the existing building consisting of two levels and a total of 12,096 sq. ft. Any future expansions that would increase capacity shall require an amendment to the conditional use permit.
2. The 42 parking stalls on the lot shall be striped with white or yellow paint lines not less than 4" wide providing for parking spaces at a size of 9' x 20' on a paved surface, as required by Section 717 of the New Prague Zoning Ordinance prior to a final certificate of occupancy being issued for the use as a religious institution.
3. All new signs must conform to Section 718 of the Zoning Ordinance and any sign face that contains a reference to the State Bank of New Prague must be removed or replaced within six months of the approval of the conditional use permit.
4. All lighting must conform to Section 704 of the Zoning Ordinance.
5. All dumpsters, garbage containers or refuse bins provided on the site outside of a building shall be screened from view in accordance with Section 703 of the Zoning Ordinance.
6. The building must meet all requirements of the Minnesota State Building Code for the proposed religious institutions use.
7. Screening that exists along the north and east property lines must be retained as it currently exists or meet the requirements of Section 707 of the Zoning Ordinance.

And making the following findings to approve the conditional use permit:

- A. The proposed use of the property as a religious institution will not create an excessive burden on existing parks, schools, streets and other public facilities

which serve the area because the site is utilizing a former bank building which has adequate public facilities to serve the former and proposed use.

- B. While the property is directly adjacent to residentially used land and residentially zoned land it will not depreciate the value of the existing homes because the former use of the site was a commercial bank and the new proposed use is not proposing any physical changes to the site and provides adequate screening to the north and east sides and because religious uses are commonly located in residential zoning districts.
- C. The use is reasonably related to the overall needs of the City and to existing land use, as it will provide a religious institution for area residents within an appropriate commercial zoning district in which it is listed as a conditional use.
- D. The proposed religious institution is consistent with the purposes of the Zoning Ordinance and the purposes of the B-1 Central Business Zoning District as the proposed use is specifically listed as a conditional use.
- E. The proposed religious institution is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the B-1 Central Business District.
- F. The proposed religious institution will not generate the consistent levels of traffic that were generated by the former bank use and will not have constant and daily assemblies and therefore will not cause traffic hazard or congestion.
- G. Adequate utilities such as water and sewer have been provided at the site and the existing roadways are adequate for the proposed use.

Motion carried (3-0).

**B. Overview by Bruce Lyman of Chart, Inc. – Plat, Conditional Use Permit and Variance Requests**

Bruce Lyman, Vice President of Operations at Chart Inc., provided an overview of the request for the Preliminary Plat, Conditional Use Permit and Variance Request. He stated that they have not received internal approvals to move forward with the project and that it was still in the planning stages. He stated that they are still revising the plans. He stated that they will essentially produce the same products that they produce today at their existing facility except that the new facility will have a larger footprint and allow for the construction of larger tanks which would be classified as over 15,000 gallons in size. He stated that there was some earlier confusion about a connection to the adjacent railroad and that at this time they do not intend to directly connect to or extend the rail spur. He stated that regarding the proposed height of the building that they need to stand up 15,000 gallon tanks in the facility to test them which would not be possible in a 50' tall building. He stated that the need for the new facility is driven primarily by the Liquefied Natural Gas industry in which tanks can be up to 100,000 gallons and which they would produce in the new facility. He stated that they realize they are adjacent to residentially used and residentially zoned properties and will do what they can to address the concerns as much as possible.

### **C. Preliminary Plat – Chart Inc. Second Addition**

Planning Director Ondich presented the staff report. He stated that Chart Inc. has been exploring a possible new building project for a large tank manufacturing facility and that Concept Plans were reviewed at the April Planning Commission meeting. He stated that the plat would consolidate 37.62 acres of land into two lots, three outlots and right of way for a possible expansion of 1<sup>st</sup> Ave. NW. He stated that the possible building project would be an initial 88,922 sq. ft. with a future expansion of up to a total of 208,710 sq. ft. with an additional 30,000 sq. ft. of office space. He stated that the lots meet the minimum size requirement and that some changes are required for the setbacks and easements noted on the preliminary plat. He stated that the general zoning that exists today was in place at least as far back as 1980 with the dividing line of 1<sup>st</sup> Ave. NW between the I-1 Light Industrial Zoning and the residential zoning. He stated that 1<sup>st</sup> Ave. NW was constructed in 2005 to a 10 ton plus specification in anticipation of future industrial traffic and that the plat requires additional right of way as 1<sup>st</sup> Ave. NW was identified as a future minor collector road. He stated that the vacation of 2<sup>nd</sup> Ave. NW and a couple of alleys are required during the platting process. He stated that a traffic impact study is required for the development and must be reviewed and approved prior to final plat submittal. He stated that it is also planned for a stormwater pipe to be re-routed from underneath an existing building as well as relocation and burial of an existing open ditch to allow for more usable area on the site. He stated that wetlands are proposed to be filled but that an application has not yet been made at this point to do so. He stated that a portion of Lot 21 of the existing New Prague Outlots was previously found to be contaminated with trichloroethane and that the issue must be addressed before final plat approval. He stated that Engineering/Public Works comments include the need for a hydrant maintenance agreement, removal of a well and septic system on the Hoffman property, need for truck turning movements and the need for a temporary turn around at the current north end of 1<sup>st</sup> Ave. NW. He stated that the DNR notes the need for a permit for the proposed stormwater pipe that will cross the creek. He stated that the Building and Fire Departments note that an additional hydrant must be added at the NE corner of the building and a turnaround be provided at the north end of the access road along the west side of the building. He stated that Scott County reviewed the preliminary plat and requires an additional 10' of right of way over what was proposed along CR37. He stated that current title commitments are required to be reviewed by the City Attorney prior to final plat approval. He stated that an adjacent resident, Russ Sirek, provided a letter to the City that was also included in the packet for review regarding his opposition to the project. He stated that staff recommends approval of the preliminary plat with the findings and conditions listed in the staff report.

The public hearing was opened at 7:17PM.

Russ Sirek, 1105 1<sup>st</sup> Ave. NW, he stated that before the discussion gets going too fast he wanted to ask Chart the possibility of buying out the residents on the east side of 1<sup>st</sup> Avenue. He stated that there are five remaining residents. He stated that Chart needs to berm, fence and plant trees to protect the residents and he could see a potential savings to Chart if the residents were not there. He stated that on the Hoffman property they intend to use part of the property for a retaining pond but that he could see the resident's property to be used instead. He stated that if that is not a possibility and if the project

goes through to consider rezoning their area to RM medium density residential to use their properties for a more intensive use. He stated that he does not see their property as valuable with Chart across the street. He stated that he would like the residents to be involved in the creation of the developer's agreement. He stated that he would like Chart representatives to have a meeting at someone's house. He stated that regarding the vacation of 2<sup>nd</sup> Ave. NW that instead of vacating the road, it should be kept to help alleviate some of the traffic on 1<sup>st</sup> Ave. NW which could come out to 12<sup>th</sup> Street NW by the high school.

Terry Connolly stated that he and his wife are owners of 1107 1<sup>st</sup> Ave. NW. He stated that Mr. Sirek stated most of his concerns and that he would like to see a buyout of their properties. He stated that he has a background in law enforcement and that 1<sup>st</sup> Ave. NW is only 30' wide. He stated that if you put a car parked on the street there will be a problem with vehicles getting through the street but stated that he will wait to see what the study says. He stated that some of the truck deliveries might be close to 12' wide and he sees a problem occurring with vehicles parked on the street. He stated that he is also concerned about the trucks tearing up the roadway. He stated that he agrees with Mr. Sirek that Chart should look at buying them out and using their property for stormwater ponds versus crossing the creek.

Planning Director Ondich stated that the discussion regarding the buyout between Chart and the property owners is not a requirement that the City can force to happen. He stated that the proposal for the plat and related development is appropriate for the I-1 District and that the City is only required to review the site of the proposed development.

Bruce Lyman, Vice President of Operations with Chart, Inc., stated that the buyout idea is a new idea presented to them by the residents this week and that they have not had a chance to review it at this point. He stated that they will take a high level look at it but do not want to make any promises regarding the possibility of a buyout.

Commissioner Nuhring asked Mr. Sirek to explain his comment about 2<sup>nd</sup> Ave. NW being vacated.

Russ Sirek stated that 2<sup>nd</sup> Ave. NW south of County Road 37 was not vacated that right of way still exists and felt that it might be possible to extend 2<sup>nd</sup> Ave. NW from Main Street all the way to the site and possibly through the site.

Commissioner Nuhring asked staff to comment on the access from 1<sup>st</sup> Ave. NW being extended.

Planning Director Ondich stated that it has not yet been determined if 1<sup>st</sup> Ave. NW must be extended north to 12<sup>th</sup> Street NW now or in the future and that the traffic impact study will provide more information on the traffic near the site.

Commissioner Meyer asked what the weight of a fully loaded truck would be.

Mr. Lyman stated that he believed the weight of trucks is measured per axel and that more axels on the truck means the weight is spread out among the axels. He stated that most of the tanks leaving the site would be by rail or by CR37 for larger size tanks.

Commissioner Bruzek asked if the Zoning of the residential properties could be considered to be changed to I-1 Light Industrial and stated that he doesn't like to see Industrial and Residential zoning directly adjacent to each other.

Planning Director Ondich stated that there was likely not much buildable area on the residential land area due to the adjacent wetlands and floodplain. He stated that the area might be better suited to RM or RH Zoning as a transition from the I-1 Light Industrial Zoning. He stated that the City is in the process of amending the Comprehensive Plan and the timing could not be better to discuss the possibility of re-guiding the property to a different land use.

Leonard Mader, 1001 1<sup>st</sup> Ave. NW, stated that he is concerned that there is always a vehicle parked in front of the Bevcomm building and there is no room to pass when there is a vehicle and a school bus meeting. He stated that he is concerned about the filling of the wetlands because his two acre lot often floods on the east side of 1<sup>st</sup> Ave. NW. He is concerned that the conditions could get worse with changes on the west side of 1<sup>st</sup> Ave. NW. He also stated that he has the same concerns that Mr. Sirek and Mr. Connelly noted.

The public hearing was closed at 7:42PM.

Commissioner Bruzek asked about the 6" water line in 1<sup>st</sup> Ave. NW and if it is sufficient for fire protections.

Planning Director Ondich stated that Engineering and Public Works have reviewed and will give final approval to the plans but at this time noted that the fire flows would be sufficient based on modeling. He stated that there is a loop proposed around the building with hydrants as well.

Commissioner Bruzek asked about the buried pipe in place of the open ditch and if the outlet would be public.

Planning Director Ondich stated that the entire stormwater conveyance system that runs from TH21 to 1<sup>st</sup> Ave. NW is public and would remain public within an easement.

Commissioner Bruzek asked if the stormwater pipe was contained in the conditions for approval.

Planning Director Ondich stated that it was included in the conditions.

Commissioner Bruzek asked that the neighbors be kept abreast about the project and to possibly meet with Chart.

A motion was made by Meyer, seconded by Bruzek to recommend approval of the preliminary plat of Chart Inc. Second Addition with the following findings:

1. The plat complies with the purpose and intent of the New Prague Comprehensive Plan and Subdivision Ordinance.
2. The plat conforms to the requirements of the I-1 Light Industrial Zoning District in which it is located.

And with the following conditions:

1. Approval is granted in accordance with the Preliminary Plat Submittal dated 5/2/12 on file with the New Prague Planning Department.
2. The preliminary plat shall be effective for a period of 12 months from the date of City Council approval.
3. Chart Inc. must enter into a Developer's Agreement with the City of New Prague, and the agreement must be approved by the City Council prior to final plat approval.
4. Approval is subject to all recommendations of the Public Works Director, City Engineer and DNR as outlined in their respective review comments in this memo.
5. Construction plans must be approved by the City Engineer, Public Works Director and Planning Director prior to final plat approval.
6. Scott County Highway Department recommendations must be incorporated into the plans before final plat approval which includes dedication of right of way for CR 37 at 50' from the centerline.
7. No direct driveway access is allowed to CR 37 (7<sup>th</sup> Street NW) other than the existing curb cut to the site.
8. A temporary turn around must be provided for on the northern terminus of 1<sup>st</sup> Ave. NW for emergency vehicle and large truck use with details provided to the City for further review.
9. A Title Commitment for all property included in the plat must be provided to the City and reviewed by the City Attorney prior to consideration of the Final Plat.
10. The applicant is proposing to route the current open ditch into a buried pipe and relocate it on the site to provide for a larger building footprint. Plans for this must be approved by the Army Corp of Engineers because the open ditch falls within their jurisdiction. Plans must also be approved through the Wetland Conservation Act process because wetlands adjacent to the ditch are proposed to be filled. Finally, plans to route the current open ditch into a buried pipe must be approved the City Engineer.
11. Vacations of various road right of way and alley right of way indicated on the preliminary plat must be approved for vacation prior to final plat approval.
12. A Traffic Impact Study must be submitted for review and approval prior to final plat application to determine possible improvements or mitigation efforts that might need to be completed including a possible extension of 1<sup>st</sup> Ave. NW north of the creek.
13. The wetland permit application for mitigation can be submitted at any time and must be approved prior to final plat approval.
14. The soil contamination on Lot 21 of the New Prague Outlots must be addressed before final plat approval.

15. Outlot C must be combined with Outlot B because it is currently unusable as a standalone lot.
16. Various easement dimensions must be corrected as outlined in this staff report.
17. The 100' vegetated buffer strip must be shown as a conservation easement on the plat.
18. Setback dimensions must be corrected as outlined in this staff report.
19. The Fire Chief requires a temporary turn around be added to the north end of the access road provided on the west side of the proposed building.
20. The Building Official requires an additional hydrant be added near the NE corner of the building to meet hydrant spacing requirements.

Motion carried (3-0).

#### **D. Conditional Use Permit #C2-2012 – Exterior Storage at 1101 1<sup>st</sup> Ave. NW**

Planning Director Ondich presented the staff report. He stated that the proposed new building and exterior storage area would be located at 1101 1<sup>st</sup> Ave. NW in an I-1 Light Industrial Zoning District and that exterior storage requires a conditional use permit. He stated that the exterior storage area would be gravel, have lighting and would be screened by a 6' tall fence with associated vegetation and a berm. He stated that the proposed lighting meets the ordinance requirements and that screening would not normally be required as this is considered the "front" of the business but that staff does require screening due to the proximity of the residential homes across the street. He stated that staff is recommending planting be allowed in the front easement area so that the homes across the street can be adequately screened. He stated that staff recommends approval of the conditional use permit with the findings and conditions contained in the staff report.

The public hearing was opened at 8:00.

Russ Sirek – 1105 1<sup>st</sup> Ave. NW, stated that he would like all the previous comments to transfer to the conditional use permit request as well.

Terry Connolly, owner of 1107 1<sup>st</sup> Ave. NW, stated that he also has the same comments as he noted during the previous agenda item and again reiterated the concern about vehicles being parked on the road.

The public hearing was closed at 8:03PM.

A motion was made by Bruzek, seconded by Meyer to recommend approval of Conditional Use Permit #C2-2012 to allow exterior storage in association with a light industrial use to locate at 1100 1<sup>st</sup> Ave. NW. in the I-1 Light Industrial Zoning District, with the following conditions:

1. The proposed exterior storage area is approved in accordance with the general location indicated on the "Perimeter Landscape Concept Plan L1.11" dated 5/1/12 and on file with the New Prague Planning Department.



2. The general location, layout and theme for the proposed screening (fencing and landscaping) is approved accordance with the "Perimeter Landscape Concept Plan L1.11" dated 5/1/12 and on file with the New Prague Planning Department.
3. All lighting must meet the requirements of Section 704 of the Zoning Ordinance for glare.
4. Screening must meet the requirements of Section 707 of the Zoning Ordinance. Specifically, a 6' tall fence constructed of masonry, brick, vinyl or wood must be installed along the east property line, the landscaping must be installed along the east property line and must be a minimum of 20' in width and located outside of the right of way and must consist of a variety of deciduous and evergreen trees/shrubs with some capable of reaching 40' tall at full maturity. All screening vegetation must be at least 6' tall when planted.
5. Dust control measures must be used to ensure adjacent residential homes are protected from dust during susceptible conditions.

And making the following findings to approve the conditional use permit:

- A. The proposed use of the property for exterior storage will not create an excessive burden on existing parks, schools, streets and other public facilities which serve the area because the site is simply being used for an exterior storage area which does not place any burden on parks, schools, streets or other public facilities.
- B. The proposed exterior storage area will be sufficiently separated and screened from the adjacent residential homes to the east as it will be separated by 1<sup>st</sup> Ave. NW and will also be screened in accordance with Section 707 of the Zoning Ordinance by use of a combination of fencing, landscaping and a berm.
- C. The proposed exterior storage area is reasonably related to the overall needs of the City and to existing land use, as it will provide an exterior storage area for the applicant within an appropriate industrial zoning district in which it is listed as a conditional use.
- D. The proposed exterior storage area is consistent with the purposes of the Zoning Ordinance and the purposes of the I-1 Light Industrial Zoning District as the proposed use is specifically listed as a conditional use.
- E. The proposed exterior storage area is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the I-1 Light Industrial Zoning District.
- F. The proposed exterior storage area will not itself generate any traffic other than occasional material deliveries to and from the site and much internal circulation on the site will occur and therefore will not cause traffic hazard or congestion. A traffic impact study will also be conducted as part of the preliminary plat review process.
- G. The proposed exterior storage area will not utilize any utilities other than electricity and proper drainage will be provided for on the site which will be reviewed and approved by the City Engineer.

Motion carried (3-0).

## **E. Variance #V2-2012 – Building Height at 1101 1<sup>st</sup> Ave. NW**

Planning Director Ondich presented the staff report. He stated that a possible manufacturing building would be located at 1101 1<sup>st</sup> Ave. NW on the west side of 1<sup>st</sup> Ave. NW which is in the I-1 Light Industrial Zoning District but which district limits building height to 50' since the regulation was put in place in 2000. He stated that Chart, Inc. received a variance for an adjacent building at 58' in 2006. He stated that the applicants need the 67' tall building at its highest point in order to allow for a 75 ton crane and roof support structure and so that tanks can be lifted over each other. He stated that the tallest portion of the building would be over 400' from the western edge of 1<sup>st</sup> Ave. NW. He stated that other portions of the building will be only 20' or 40' in height. He stated that the 2007 Minnesota State Building Code provides for an exemption from normal code height restrictions for industrial buildings that require craneways. He stated that staff recommends approval of the variance with the findings listed in the staff report.

Russ Sirek, 1105 1<sup>st</sup> Ave. NW, stated that he heard that New Prague had changed its industrial zoning district.

Planning Director Ondich stated that based on his research going back to the 1980 Zoning Ordinance that the Light Industrial Zoning District had remained essentially the same as today. He stated that the I-1 Light Industrial District does allow heavy industry with an approved conditional use permit.

Mr. Sirek asked if the work must be done in the enclosed building.

Planning Director Ondich stated that the district only allows the exterior storage with the conditional use permit and does not allow exterior manufacturing to occur.

Mr. Sirek stated that he would like to make some final comments on the proposed development. He stated that nobody wants a development like this in their backyard or frontyard. He stated that the project is good for Chart and good for the City but is not good for the remaining residents. He stated they have unique properties and if they had known a few years ago about the project they might have tried to sell. He stated that some of the residents had been living on the street for a long time. He noted that the Mach's had lived there for 66 years and that the Mader had lived there for 10 to 11 years. He stated that he was hoping to sell his home one day when it's paid off for a profit but that is uncertain now. He reiterated that he believed the project was not good for the remaining residents.

A motion was made by Bruzek, seconded by Meyer to recommend approval of the variance from the height regulations in the I-1 Light Industrial zoning district to allow a potential building to exceed the current 50' height limit and to be no more than 67' tall for the following reasons:

- A. The variance to allow the proposed building height variance is in harmony with the general purposes and intent of this Ordinance because the proposed building to be used for light industry is a permitted use in the I-1 Light Industrial Zoning District.

- B. The variance to allow the proposed building height variance is consistent with the comprehensive plan because the proposed building for light industry is a permitted use in the I-1 Light Industrial Zoning District.
- C. The applicant proposes to use the property in a reasonable manner because the use of the building for light industry is a permitted use however the zoning ordinance height limit of 50' would not allow the proper height for a 75 ton overhead crane which is needed for the manufacturing of large tanks. No district in the City allows for buildings to exceed 50' in height and only the I-1 District is the appropriate location for the intended use.
- D. Unique circumstances apply to this property which do not generally apply to other properties in the vicinity other than Chart's existing facilities located to the west of the proposed building because when Chart, Inc. initially built a large tank facility in 1980 at just under 58' tall there were no building height restrictions in the Zoning Ordinance for the I-1 Light Industrial District and has since continued to make substantial investments and plans for expansion of their existing operations in New Prague that would not be possible to continue if the 50' building height limit that was enacted in the year 2000 applied to the project site.
- E. The variance does not alter the essential character of the neighborhood because Chart owns and operates the adjacent manufacturing facility located to the west of the proposed building site which already has buildings at 58' in height to accommodate similar manufacturing processes for tanks and the location of the proposed building height to the adjacent residential property to the east is over 400' away and east of 1<sup>st</sup> Ave. NW.
- F. The variance requested is the minimum variance which would alleviate the practical difficulties because it is the minimum height to accommodate the 75 ton crane and required support and roof structure necessary for the operation of the facility.

Motion carried (3-0).

#### **F. Variance #V1-2012 – Freestanding Sign at 215 E. Main Street**

Commissioner Nuhring stated that due to a lack of a quorum with Commissioner Bruzek planning to abstain from voting, the item needed to be tabled until the June meeting.

A motion was made by Bruzek, seconded by Meyer to table the request for Variance V1-2012 to the June Planning Commission meeting. Motion carried (3-0).

#### **G. Comprehensive Plan Update – Housing Chapter**

Joanne Foust, the City's consultant with Municipal Development Group, presented updated information which will be added to the Housing Chapter of the Comprehensive Plan. The main sections of the Chapter include: introduction, life cycle housing, population characteristics, existing housing stock, housing unit vacancies, housing affordability, actual housing costs, rental unit supply, building activity, new construction home values, condition and age of housing stock, density allowed, housing needs, housing demand, lot demand, housing objectives, housing policies, and housing plan.

The Planning Commission was asked specifically to provide input on the projected housing demand noted and referenced from the Scott County study.

Commissioner Nuhring noted that he finds it difficult to estimate the housing demand particularly with the recent rise and fall of the housing construction. He stated that from a marketing perspective he would rather make it look as though the demand is high.

Planning Director Ondich noted that it would be his suggestion to be more conservative in the housing demand projections particularly because the City uses the data for purposes such as financing for the wastewater treatment plant.

Commissioner Bruzek stated that he does not see how the projected housing demand of any of the studies could be met with the current status of construction in New Prague.

Commissioner Nuhring asked if it would be possible for City Staff to map the vacant lots platted in the last ten years versus the vacant lots platted previous to that.

The Planning Commission thanked Joanne Foust for her presentation.

## **5. Miscellaneous**

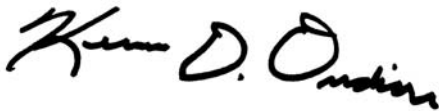
The following miscellaneous items were reviewed as information only:

- A. Monthly Business Update – Planning Director Ondich updated the Planning Commission with a report that was presented to the EDA earlier in the month.

## **6. Adjournment**

A motion was made by Bruzek, seconded by Meyer to adjourn the meeting at 9:36 PM. Motion carried (3-0).

Respectfully submitted,

A handwritten signature in black ink that reads "Kenneth D. Ondich". The signature is written in a cursive style with a large initial "K".

Kenneth D. Ondich  
Planning Director