

**Meeting Minutes**  
**New Prague Planning Commission**  
**Wednesday, November 28, 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: John Roos and Dave Bruzek. Absent were Bob Gilman and Dan Meyer (arrived at 6:35PM).

City Staff Present: Ken Ondich – Planning Director

Others Present: Joanne Foust – Municipal Development Group, Mike Kotila - SEH Inc. and Councilmember Shawn Ryan.

**2. Approval of October 24, 2012 Regular Meeting Minutes**

It was moved by Bruzek seconded by Roos to approve the October 24, 2012 regular meeting minutes as submitted. Motion carried (3-0, Gilman absent and Meyer had not arrived yet).

**3. Old Business**

**A. Conditional Use Permit #C3-2012 – Apartment on 2<sup>nd</sup> Level in B-3 District  
(Tabled at 9/19/12 Planning Commission Meeting)  
Eric Will - applicant**

Planning Director Ondich stated that at the September 19, 2012 Planning Commission meeting that the request for Conditional Use Permit #C3-2012 to allow an apartment above the first floor of a building at 436 W. Main Street in the B-3 Highway Commercial Zoning District was tabled on a 4-0 vote following the required public hearing because the Planning Commission had concerns about the parking on the site and requested that the applicant provide a drawn parking plan for at least four cars on the site and so that the cars could exit the site onto Main Street facing forward. He stated that in a letter to the applicant dated 9/20/12 he explained that additional information on the parking lot was needed and also noted that he spoke with the applicant on the phone about the additional information the last week of September. He stated that he never received any further information and wrote a letter dated 10/11/12 again asking for the information and extending the 60 day review period out to December 22, 2012. He stated that the Planning Commission must make a recommendation to either approve or deny at the meeting tonight and that the City Council would take a final action at their December 3, 2012 meeting. He stated that he recommends denial of the request with the one finding listed in the staff report. He also noted that a previous conditional use permit was issued and is still valid for a commercial use on the main floor of the building.

Commissioner Bruzek asked if staff had received any additional information from the applicant prior to the meeting.

Planning Director Ondich stated that he had not received any additional information regarding parking on the site.

A motion was made by Nuhring, seconded by Bruzek to recommend denial of the request for Conditional Use Permit #C3-2012 which would have allowed an apartment above the first floor of a commercial building at 436 W. Main Street in the B-3 Highway Commercial Zoning District with the following finding:

1. The proposed use of the existing site and parking configuration for a main floor commercial use and a second floor apartment use does not have the required off-street parking spaces listed in the Zoning Ordinance or the ability to allow off-street parking users to exit the site facing forward.

#### **4. New Business**

##### **B. Comprehensive Plan Update – Public Hearing on Amendments to the Chapters on Housing, Demographics, Land Use and Transportation**

Joanne Foust, City Consultant with Municipal Development Group, presented a summary of the demographics and housing chapters proposed to be updated.

Mike Kotila, City Consultant with S.E.H., presented a summary of the transportation chapter to be updated.

Ms. Foust presented a summary of the land use chapter to be updated.

The public hearing was opened at 7:13PM.

No public comments were received from the attendees at the meeting.

Planning Director Ondich stated that formal comment letters were received prior to the public hearing by Lanesburgh Township and also from Scott County. He stated that he had not received any comments from LeSueur County at this time.

The public hearing was closed at 7:17PM.

A motion was made by Meyer, seconded by Roos, to recommend that the City Council adopt the Amendments to the Comprehensive Plan specific to the Housing, Demographics, Land Use and Transportation Chapters.

Commissioner Bruzek stated that he would like some clarification on the functional classification of Main Street. He stated that he is concerned with the roadway being up classified from a minor arterial to a principal arterial. He stated that such a designation was at odds with some other sections of the plan which notes that New Prague needs to retain a small town feel. He stated that there should also be discussion on a potential by-pass as well.

Mr. Kotila stated that indeed the principal arterial designation of TH19 in the downtown area is in conflict with the goals of the comprehensive plan and is the reason a notation was added to Map 5 for the proposed functional classification system map that TH19 in downtown is noted as a future principal arterial per Scott County but that City concurrence is subject to consideration of alternative alignments. He stated that alternatives are already in place or could be further developed for network alternatives so that traffic heading through New Prague would not have to necessarily drive downtown if their destination is not to stop in New Prague. He stated that the ADT numbers already show that the roundabouts placed at each end of town on TH19 might be contributing to less traffic in the downtown area by deterring truck traffic. He stated that the roadway network will help keep traffic levels below 12,000 ADT longer but that the plan points out that serious conversations need to begin soon with MnDOT and both counties, particularly if discussion would lead to the need for a bypass or for right of way preservation. He stated that the plan doesn't intend to offer solutions but rather point out the potential for problems so that discussion can begin to plan for future solutions.

With a motion and second on the table to recommend that the City Council adopt the Comprehensive Plan Amendments, the motion was carried (4-0).

## 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.
- B. StarTribune Article – Appeals Court Allows Home Wind Turbine in Orono - Planning Director Ondich stated that he provided the article as information only.

## 6. Adjournment

A motion was made by Roos, seconded by Meyer to adjourn the meeting at 7:32 PM. Motion carried (4-0).

Respectfully submitted,



Kenneth D. Ondich  
Planning Director