

MINUTES of the JOINT MEETING
of the PLAN COMMISSION and TOWN BOARD

Wednesday, January 8, 2025

St. Joseph Town Hall / Online

CALL TO ORDER by Chair Anton Rang at 6:33 pm

STATEMENT OF PUBLIC NOTICE read by Chair Anton Rang

ROLL CALL: Chair Anton Rang, Carol Loncar, Dave L'allier, Erik Lorenz, Chris Matter, Craig Sykora, Theresa Johnson, Joanne Kocik.

PLEDGE OF ALLEGIANCE recited

ADOPTION OF AGENDA: **MOTION** to adopt the agenda (Loncar/Lorenz). **Motion carried.**

APPROVAL OF PRIOR MEETING MINUTES: **MOTION** to approve the Minutes for the Plan Commission meeting held on December 4, 2024 (Sykora/Matter). **Motion carried.**

PUBLIC COMMENTS: Laurie DeRosier commented that the information should be made public so that it could be commented on.

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION

1. Public Hearing at 6:30 pm on Conditional Use Permit for Secondary Dwelling for 804 140th Ave., New Richmond, 030-1051-20-130: Opened the Public Hearing at 6:37 pm. Alex Rome was present to discuss the Conditional Use Application for a secondary dwelling to construct it in 2025 and reside in the residence by 2027. Chair Rang asked for comments from the public. Laurie DeRosier asked if the garage with the habitable place above it, would have a kitchen? She also commented that in the past residents were not allowed to have secondary dwellings on a 3-acre lot. Joanne Kocik asked about the shed being habitable. Alex Rome stated it would have a bedroom, bathroom, kitchen area. Closed the public hearing at 6:42 pm.
2. Conditional Use Application (secondary dwelling) for 804 140th Avenue, 030-1051-20-130: Alex Rome was present to answer Plan Commission questions. Chris Matter stated that the property is a 4+ acre lot. Chris also asked if there would be a condition against renting it. Carol Loncar asked what this dwelling would be used for? Alex Rome stated it would be used as a recreational room for his children. Reviewed the Staff Report and issues/questions. Per Alex Rome: The intent is to match general color schemes. Standard lighting will be used. It is currently in an open field and minimal landscaping would be used. Stated this property did not have a wetland delineation and there were no issues with wetlands. **MOTION** to recommend to the Board that we approve the conditional use for a secondary dwelling at the Property ID: 030-1051-20-130 and a site address of 804 140th Avenue, and that the owners take residency of the primary dwelling by the end of 2027. Additionally, there will be no using the secondary dwelling as a rental space before or after they have moved to the primary dwelling (Loncar/Matter). **Motion carried.**
3. CSM for a parcel on West Shore Drive, NE ¼ SE ¼ Sec 22 T30N R19W, 030-1058-01-000: Michael Erickson, Four Seasons Landscaping, was present to discuss the CSM. Mary Brakke was also present. Driveway will be placed on the west side of Lot 2 onto West Shore Drive. Asked Mr. Erickson to place the proposed driveway locations on the map. **MOTION** to recommend to the Board that we approve the CSM for a minor subdivision on West Shore Drive, PID: 030-1058-01-000 after the proposed driveway locations have been added to the map (Rang/Lorenz). **Motion carried.**
4. Ordinance reviews in progress.
 - Chapter 6, citations: Theresa Johnson discussed the changes to the ordinance. Motion to recommend to the Board for approval the proposed changes to the ordinance with the noted typographical errors fixed (Rang/Loncar). **Motion carried.**

5. Discussion of ordinance review status & future reviews: Discussed the ongoing review of Ordinances and will next review: Chapter 8 Confidentiality (Carol Loncar); Chapter 9 Town Constable (Anton Rang); and Chapter 39 Board of Review (Anton Rang).
6. Standing items: Review of budget; updates from county; update on complaints: Discussed the Budget end of year; updates from County: Eckert Bluff lands will be discussed in February at the Board and Xcel Energy will present at the January Town Board meeting.

RECOMMENDATIONS TO TOWN BOARD: Conditional Use Application-804 140th Ave; CSM-West Short Drive; Chapter 6-Citations

ITEMS FOR NEXT AGENDA: Ordinances.

ITEMS FOR TOWN BOARD AGENDA: Same

ADJOURNMENT: **MOTION** to adjourn at 7:28 pm (Lorenz/Matter). **Motion carried.**

Minutes submitted by Teri Kelly