

City of Austin
500 Fourth Avenue N.E.
Austin, Minnesota 55912-3773



Holly Wallace
Planning & Zoning Administrator
507-437-9952 / Fax 507-437-7101
Cellular 1-507-438-2380
Email: hollyw@ci.austin.mn.us

**MEETING MINUTES
AUSTIN CITY PLANNING COMMISSION
TUESDAY, MAY 14th 2024
AUSTIN CITY COUNCIL CHAMBERS
5:30 PM**

COMMISSIONERS PRESENT: Jay Lutz, Jason Duffy, Brad Lindberg, Melissa Swenson, Peter Bartley, Jana Norman

COMMISSIONERS ABSENT: Megan Burroughs, Aaron Stewart, Rita Srock

OTHERS PRESENT: Planning & Zoning Administrator Holly Wallace, Craig Byram

Commissioner Lutz called meeting to order at 5:30 pm. Peter Bartley was welcomed as a new commissioner. Commissioner Lindberg made a motion to approve the March minutes. Commissioner Duffy 2nd. All in favor, none opposed. Motion carried.

Lutz – Aye
Duffy – Aye
Lindberg – Aye
Swenson– Aye
Bartley – Aye
Norman- Aye

Ayes – 6 Nays – 0

Holly explained that the Cresthaven rezone was withdrawn.

OPEN PUBLIC HEARING: To consider a petition from Turtle Creek Construction at 3000 15th Ave SW for a variance from the 12.5 ft set back requirement to build a twin home set back 9.5 ft from the East property line.

Holly Wallace went over the petition.

A CUP was granted in 2005 for the developer to build 28 twin homes in this area. There are two homes built on corner lots that were permitted with a 7ft set back and 10 ft set back. There have been no complaints or issues despite that mistake.

Notice was mailed to the neighbors, with no response.

Robert Goetz 3006 15th Ave SW spoke with no objection to the variance.

Commissioner Lindberg motioned to recommend approval to council for the variance as presented. Commissioner Norman 2nd. All in favor, none opposed. Motion Carried.

Lutz – Aye
Duffy – Aye
Lindberg – Aye
Swenson– Aye
Bartley – Aye
Norman- Aye

Ayes – 6 Nays – 0

OPEN PUBLIC HEARING: To consider a petition from Hormel for a sign appeal at 501 16th Ave NE Corporate North/R&D Innovative Center and 1101 Main St N Corporate South. For a total of 7 wayfinding signs.

Hormel is asking to add 7 wayfinding signs. They do not meet the parameters of a directional sign as they are too large and have the Hormel logo on them. 6 of the signs are in a R-O district. The other is in a B-2 B-3. Holly is under the impression these are all new signs. There is no regulation against mounting a sign on a fence.

Each of these signs serves a specific purpose.

Commissioner Lutz explained how valuable these signs are at large corporate facilities.

Commissioner Bartley questioned if sign 4 & 5 would need to be approved as they are not in the public view.

Craig Byram explained that we do not want businesses to add clutter or advertising with signage. He asked to commissioners to consider if these signs will take away from the residential office balance.

Though a logo on each signs helps identify entrances, our code does not allow logos on directional signs.

Notices are not required for sign appeals.

Commissioner Duffy motioned to recommend approval to council for the sign appeal as presented. Commissioner Swenson 2nd. All in favor, none opposed. Motion Carried.

Lutz – Aye
Duffy – Aye
Lindberg – Aye
Swenson– Aye
Bartley – Aye
Norman- Aye

Ayes – 6 Nays – 0

DISCUSSION: Car oriented uses

Holly only received feedback from one commissioner. She will resend the blank table for commissioners to fill out and return to her. She gave an overview of what she is looking for.

The city has tentatively chosen a consultant for updating the comprehensive and downtown plan with Mower County.

Commissioner Swenson nominated commissioner Lutz as chair. Commissioner Norman 2nd. All in favor, none opposed. Motion Carried.

Lutz – Aye
Duffy – Aye
Lindberg – Aye
Swenson– Aye
Bartley – Aye
Norman- Aye

Ayes – 6 Nays – 0

Commissioner Lindberg nominated commissioner Duffy as vice chair. Commissioner Swenson 2nd. All in favor, none opposed. Motion Carried.

Lutz – Aye
Duffy – Aye
Lindberg – Aye
Swenson– Aye
Bartley – Aye
Norman- Aye

Ayes – 6 Nays – 0

Commissioner Swenson motioned to adjourn. Commissioner Norman 2nd. All in favor, none opposed. Motion Carried.

Lutz – Aye
Duffy – Aye
Lindberg – Aye
Swenson– Aye
Bartley – Aye
Norman- Aye

Ayes – 6 Nays – 0

Meeting adjourned at 6:04 pm.