

**St. Stephen Planning Commission Minutes**  
**July 9, 2024 @ 6:30 p.m.**

**Planning Commission Members Present:** Amanda Hawkins – Chairperson, Mike Gillen -Deputy Chairperson, Perry Nistler, Nick Griffiths (remote), and Marylin Schumer. **City Staff:** Ken Lahr and Dayna Then.

**Ex Officios Members Present:** Tom Vouk and Lisa Marvin.

**Absent:** Ken Traut.

**Guests:** Josh & Cassie Markgaf, Mitch Sand and Ed Peternell.

Amanda Hawkins called the meeting to order at 6:30 p.m.

**Review of Minutes for April 9, 2024:** A motion was made by Marylin Schumer, seconded by Mike Gillen, to approve the minutes. All in favor, motion carried.

**As brought forward by members:** None

**Old Business:**

**Minimum Lot Size and Chicken Ordinance-** To be tabled and addressed at the next meeting.

**1206 6<sup>th</sup> Ave SE. Property, Additional Shed Inquiry-** Josh and Cassie Margraf addressed the board with a revised plan to construct a shed revision plan for a variance request. The board reviewed the revisions and discussed the findings of fact and found that they could not recommend approval to the council.

Per the city ordinance Find of Facts and Condition Questions as follows. The planning members determined that the building is 500 sq ft for the accessory building. The accessory building needs to be under 1900 sq ft.

- a) All members answered No
- b) Perry, Mike, Amanda - Answered No / Marylin and Nick answered Yes
- c) All members answered No
- d) All members answered No
- e) No response, just a statement.

With the original plan the accessory building was at 2400 sq ft putting them 500 sq ft over the allowable amount. The maximum sq footage for accessory buildings and garage is 2800 sq ft putting the plan 176 feet over the combined amount. The Markgraf's have agreed to take down the existing 529 sq ft accessory building and make some size revisions. The Markgraf's will move forward with having the variance reviewed at the next council meeting for review.

**New Business:**

**809 County Road 2 South, zoned R-1, Business question-** Mitch Sand attended the board meeting to address his request to have his business Prestige Auto LLC approved and signed off by the Board. Amanda reported to the board that the city ordinance does not permit a conditional use at this specific location. She read to the board the conditional uses that are permitted. Amanda suggested that Mitch could apply for his property be re-zoned. Perry requested to review the list of conditional uses and come back with a very specific plan. The board discussed with Mitch the process of the conditional use process and to come back to the next planning meeting. In addition, Mitch inquired about a land split on his property. Lisa suggested that Mitch speak with Ken regarding a possible land split application and bring it back to the next meeting as well.

**Permit Review**

Ken had no new permits to discuss or review.

**Adjournment**

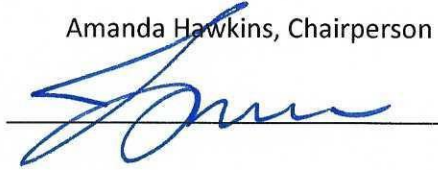
A motion was made by Mike Gillen, seconded by Marylin Schumer to adjourn. All in favor, motion carried. Meeting adjourned at 7:31p.m.

Respectfully submitted,

Heather Imdieck  
~~Dayna D. Then~~, Recording Secretary

A handwritten signature in blue ink, appearing to read "Heather Imdieck", written over a horizontal line.

Amanda Hawkins, Chairperson

A handwritten signature in blue ink, appearing to read "Amanda Hawkins", written over a horizontal line.