

St. Stephen Planning Commission Minutes
Tuesday September 10th 2024, @ 6:30 p.m.

Planning Commission Members Present: Amanda Hawkins – Chairperson, Mike Gillen - Deputy Chairperson, Perry Nistler, Nick Griffiths (remote), Ken Traut and Marilyn Schumer

City Staff: Ken Lahr and Heather Imdieke

Ex Officios members present: Lisa Marvin and Tom Vouk

Absent: None.

Recorder present: Heather Imdieke

Guests: Lyle Palmersheim, Edward Peternell, Ron Holthaus, and Cody Vouk

Amanda Hawkins called the meeting to order at 6:33 p.m.

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

Old Business

Minimum Lot Size and Chicken Ordinance – To be tabled and addressed at next meeting.

1206 6th Ave SE. Property, Additional Shed Inquiry – This was discussed and approved the city council meeting. The variance was approved for a 40x55 shed and to remove the existing structure that is currently in place. This is smaller than the original request, which was 40x60, bringing their accessory building under the total accessory building allowance.

New Business

Staffing Update: Heather Imdieke was introduced as the new City Clerk.

Permit Review: Ken reports one permit issued this month for an accessory building at 324 3rd Ave NE. The accessory building will not currently match the color of the house as the color of the house will be changing. Both the accessory building and the house will match in the end.

417 Co Rd 2 S: This is a previously approved variance request for a gazebo from July 1, 2020, which has since lapsed. Lyle Palmersheim reports that he had too many buildings on his property so he had to stop the building of his gazebo. He has agreed to remove a building so he can finish his gazebo. The building is nearly removed at this time. A motion was made by Perry Nistler, and seconded by Marilyn Schumer, that the variance be extended so the new building (gazebo) may stay in place and that Mr. Palmersheim may continue the demolition of the additional building. Mr. Palmersheim was instructed to apply for a permit within the next 90 days, and remove the existing building, and that the gazebo be completed within one year, pending city council approval. All in favor, motion carried. Mr. Palmersheim will bring this forth to the city council at the October 2nd meeting.

528 Main St E & 12 6th Ave SE: Ron Holthaus' trailer at 12 6th Ave SE burnt down on March 8th 2024. In February 2024, Cody Vouk purchased Vouk's Garage, f.k.a. Legatt's Garage. Mr. Vouk purchased the building with the intention of making it a used car sales lot, however, due to requests from residents of Saint Stephen he has also made it a vehicle repair shop. Mr. Vouk would like to purchase the land at 12 6th Ave SE. Mr. Vouk would like to put a new trailer on the lot for an employee to live in, and then extend the garage's parking lot as well as put up a fence around the garage's parking lot.

Mr. Holthaus confirmed that he has verified with the City of Saint Stephen, that he can put a new mobile home on the land where the previous trailer burnt down, as long as it fits within the previous footprint of the last trailer. The new mobile home and all utilities would need to be in place prior to 12 months of the previous mobile home burning down. However, if the land is sold prior to a new trailer being put on, then Mr. Vouk would need to come forth to the City Council and Planning Commission for a permit for permissible use (potential surveillance of Vouk's garage) prior to putting a trailer on the lot.

Mr. Vouk would also like to put a fence around Vouk's garage as well as bring in gravel to help fill in the parking lot. It was determined that an 8-foot fence around Vouk's Garage's parking lot would be permissible without a permit. The fill for the parking lot would need to be class 5 or better as well and would also not require a permit.

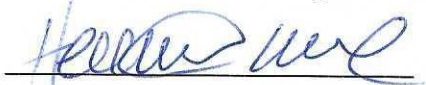
Edward Peternell: Edward Peternell was sent to the Planning Commission by the City Council regarding section 4106, Farm Resident District, Subdivision 1, Permitted Uses. Mr. Peternell would like to add a feed lot near his residence on a 4-5-acre section of his property. He has had cows there previously, however, has not in roughly thirty years. It was determined if he has stopped using a feed lot for over 12 months, he will require a new permit to reinstate that feed lot, and if the City Council would need to issue a Conditional Use Permit, which would be nontransferable to any new owners. This discussion was surrounding whether or not the ordinance can be changed to accommodate his request. During the discussion, it was discovered that Mr. Peternell's land is currently in an estate to Katie and Lauren Traut, therefore, he is no longer the land owner. Therefore, in order to continue with this request, Katie and Lauren Traut would need to make the request to the planning commission.

Planning Commission Applicant: There is a new Planning Commission Applicant, Clinton D. Steingraber. Clinton was present at the Planning meeting. A motion was made by Mike Gillen, seconded by Perry Nistler, send Clinton to the October 2nd City Council Meeting for official votes. All in favor, motion carried.

A motion was made by Mike Gillen, seconded by Perry Nistler, to adjourn. All in favor, motion carried. Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Heather Imdieke, Recording Secretary



Amanda Hawkins, Chairperson

