

Planning Commission Minutes
Monday, August 20, 2018
5:00 p.m. Council Chambers

Chair Peroutka called the Cokato Planning Commission to order at 3:00 p.m. on Monday, August 20, 2018 in the Council Chambers. Members present were Peroutka, Jones, Harju, and Wilson. Member Nelson was absent. Also present were City Administrator Annita Smythe and members of the public.

Approval of Agenda

MOTION by Harju to approve agenda as presented, seconded by Jones. All voted aye. **Motion carried.**

Lot Split & Variance – Elim Mission Church

This item was tabled at a previous meeting for a new survey.

There was a brief discussion of the changes to the survey, which now meet setback requirements for the existing buildings. Member Wilson suggested the church discuss the changes to the parking with current church members that have used the parking spots that will be going with the house property so that there is no confusion.

MOTION by Wilson to recommend approval of the lot split and variance, seconded by Jones, all voted aye. **Motion carried.**

Lot Combination - Nylin

Mr. and Mrs. Nylin have purchased two small lots on Borg Road for the purpose of building a new single family home. Due to the small lot sizes and setback requirements, owners' new home will cross over the lot lines, requiring a lot combination through the city.

Administrator Smythe explained that a lot combination is normally done administratively, but that this request is coming before the Commission due to the fact that the two properties to be combined are located in different plats. The county stated that, in order to combine for tax purposes, they must be re-platted. Smythe explained that the city requires the lot combination for zoning purposes, because we don't allow new construction over existing lot lines. However, the costs of platting are excessive for this type of request. After consultation with the city attorney, it was determined that the lot combination should proceed with the city for zoning purposes, which we will keep on file for their building permit, but that the property can remain two parcels for tax purposes. Owners confirmed that they understand they will continue to receive two tax statements for the property. We will also copy the assessor so he is aware.

MOTION by Jones to recommend approval of the lot combination, seconded by Wilson, all voted aye. **Motion carried.**

Mobile Home Park Ordinance

Members had a detailed discussion about Cokato's mobile home ordinance, and discussed details of the other examples from Buffalo and Dassel that we reviewed. Following the discussion, Commissioners recommend the following:

- 1) We amend the current city ordinance to add or modify a small handful of provisions,
- 2) We work with the city's building inspector to pursue clean-up and/or removal of substandard units in each of the two parks,
- 3) We pursue with the park managers vacant building registration of all units that are presently vacant,
- 4) We discuss with the city attorney our options for enforcement under the current ordinance for existing code violations that have been overlooked for many years,
- 5) We work with the city attorney to draft language such that a new owner would be responsible for upgrades to meet code even if a previous owner had not been pursued for code violations, and
- 6) We discuss with the city attorney our options regarding the snow plowing of private roads within each of the parks.

Approval of Minutes from August 6, 2018 Meeting

Minutes were changed to correct the name of the Elim Church representative to Bob Sievert.

MOTION by Harju to approve the corrected minutes as presented, seconded by Wilson, all voted aye. **Motion carried.**

Set Meeting Date

Next meeting is to be determined.

Adjournment

MOTION to adjourn was made by Wilson, seconded by Jones, all voted aye. **Motion carried.**
Meeting adjourned at 4:00 p.m.

Attest:

Annita M. Smythe, City Administrator