

**CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE BOARD OF APPEAL AND ADJUSTMENT MEETING
March 9, 2021**

Pursuant to due call and notice thereof, a meeting of the Board of Appeal and Adjustment of the City of Saint Peter was conducted Virtually via the GoToMeeting platform on March 9, 2021.

A quorum present, Community Development Director Russ Wille called the meeting to order at 5:31 pm. The following members were present: Andy Davis, Larry Potts, Keri Johnson, and Shanon Nowell. Member Chuck Zieman was absent. City staff present were Wille and Administrative Secretary Cindy Moulton.

Election of Officers

A motion was made by Potts, seconded by Nowell to nominate Davis as Chairperson. With no additional nominations, all members voting aye, the motion carried.

A motion was made by Davis, seconded by Johnson to nominate Potts as Vice Chairperson. With no additional nominations, all members voting aye, the motion carried.

Approval of Agenda –Wille modified the agenda under New Business, item A to include “Conditional Use Permit-Conditional Use Permit” to “Conditional Use Permit-Convenience Storage”. A motion was made by Nowell, seconded by Davis to approve the agenda as amended. With all in favor, the agenda was approved.

Approval of Minutes – Motion made by Potts, second by Johnson to approve the minutes of the October 15, 2020 meeting. With all in favor, the motion carried and the minutes were approved as presented.

Drew Tolzman (1003 Mason Street) Conditional Use Permit – Convenience Storage

Drew Tolzman has submitted a conditional use permit application to allow him to construct mini storage at 1003 Mason Street. Wille indicated the public hearing notice was distributed as required by statute.

Tolzman anticipates signing a purchase agreement with the City once a Conditional Use Permit is obtained. Wille indicated that Tolzman is also looking for a 12 month option on the adjoining 3 lots (north, northwest and the immediate west). Should the mini storage units be successful, he will look at expanding the development on to those properties.

Wille stated that the site plan depicts that an asphalt mat would be provided to accommodate the drives and aisles. The buildings will be located 25 feet from each other with a 25 foot drive established around the perimeter of the three storage structures.

Wille noted that the total lot coverage is calculated to be 32,250 square feet. The lot is 46,354 square feet in area. The lot coverage ratio is calculated to be 69.6%. The zoning ordinance allows up to 70% lot coverage.

Utilities into the property will be limited. There will be no sanitary sewer service and no potable water provided to serve the development. An electric transformer will need to be placed on site to provide for power. Stormwater standards will be followed as per the adopted standards.

Site lighting, for security purposes, will include “wall pack” LED lighting that will need to abide by the “zero cut-off” standards.

Wille stated there are fencing standards that have been applied uniformly in the North Industrial Park mainly around the city water tower and substation. He indicated that there is a poured concrete form that the City has in its possession and make readily available those that want to utilize it.

Wille stated that the City Council may impose additional standards outside of the Planning and Zoning Commission that would be included in the Purchase Agreement.

Wille stated that there are 17 standards that a conditional use is permit is reviewed. After completing their review, the Planning and Zoning Commission has recommended that the Board of Zoning Appeals and Adjustments provide an Unconditional Conditional Use Permit.

Potts asked if Tolzman has included a fence in his plans. He did not feel it was necessary.

Wille indicated that Tolzman does not plan on installing a fence at this time.

Wille opened the public hearing at 5:40 pm. With no public comment, the public hearing closed at 5:40 pm.

Drew Tolzman (1003 Mason Street) Conditional Use Permit – Convenience Storage

A motion was made by Potts, seconded by Davis to introduce Resolution No. 2021-01 entitled, “Resolution Providing The Unconditional Approval Of A Conditional Use Permit Application Submitted By Drew Tolzman To Allow For The Establishment Of A Convenience Storage Use At 1003 Mason Street”. With all members voting aye, the Resolution was passed and adopted.

Reports

Baker Field House – Brad Baker plans to proceed with the Field House project this spring.

Adjournment -A motion was made by Nowell, seconded by Potts to adjourn. With all members voting aye, the meeting adjourned at 5:44 pm.