

EUREKA TOWNSHIP
Dakota County, State of Minnesota

PLANNING COMMISSION MEETING MINUTES
November 8, 2023-7:00pm

Call to Order

The Planning Commission meeting was called to order at 7:03pm by Vice Chair Burkhardt

Commissioners Present: Debbie Burkhardt (Vice Chair), Melanie Storlie (Commissioner)
Beth Eilers (Commissioner), Donovan Palmquist (Commissioner)

Others Present: Amy Liberty (Deputy Clerk), Ben Preisler, Steven Pope

Zoom participants: Julie Larson

Approval of the Agenda

Motion: Vice Chair Burkhardt moved to approve the agenda as presented. Commissioner Palmquist seconded. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Donovan Palmquist-Aye. *Motion carried 4-0.*

Permit Requests

Preisler, Benjamin & Heidi, 8258 257th St. W., PIN#13-02100-52-022 *Pole Shed
Benjamin was present to answer any questions the Commissioners may have. This accessory building will be used to store personal items and is positioned on the property to meet all the setbacks requirements.

Motion: Vice Chair Burkhardt moved to recommend approval to the Town Board for the permit for a pole shed at the property belonging to Benjamin and Heidi Preisler, PIN#13-02100-52-022. Commissioner Storlie seconded. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Donovan Palmquist-Aye. *Motion carried 4-0.*

Pope, Stephen, 5711 235th St. W., PIN#13-01100-05-013 *Deck/Porch
Stephen Pope was present at the Town Hall and shared the details of the front porch project. The Planning Commissioners had no concerns.

Motion: Vice Chair Burkhardt moved to recommend approval to the Town Board for a deck/porch for Stephen Pope at the property with PIN#13-01100-05-013. Commissioner Storlie seconded. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Donovan Palmquist-Aye. *Motion carried 4-0.*

Town Board Liaison Report

Town Board Vice Chair Sauber shared items that were discussed at the Town Board October meetings. Full summaries are provided in the meeting minutes and are available for viewing at the Town Hall and on the website.

Old Business

Two questions were raised with the current draft of the Driveway or Approach Permit instructions.

1. Does Ordinance §240.9A need to be included in the check list? The Zoning Administrator prints a property card when an application is submitted to verify ownership. If there were to be a conflict, a proper deed would need to be presented.
2. Culvert specifications? These standards are not found in the ordinance book.

A draft of the General Application Instructions for Building Permits and Land Use Permits was also presented at the meeting for the Commissioners to review. A few grammatical errors were discovered that would need to be corrected by the Deputy Clerk.

Motion: Supervisor Palmquist moved to send the corrected General Application Instructions for Building Permits and Land Use Permits to the Town Board for approval. Commissioner Eilers seconded the motion. Before the vote, a concern came forward with the General Requirements list, in particular, #2. *The parcel shall have at least 33 feet of frontage along a public road.* There is no mention of options for a landlocked parcel. At this point, the Commissioners felt further discussion should take place and the motion was withdrawn.

Both documents will be discussed again at the next Planning Commission meeting.

New Business

The Deputy Clerk asked the Planning Commission to discuss if further action is needed for the incomplete Exempt Agriculture Zoning Approval application submitted by Michael Giles at 23777 Cedar Ave., PIN 13-00900-78-011. It was determined that the letter explaining the missing items sent on October 3, 2023, would suffice. No further action is required.

Approval of Meeting Minutes

Motion: Vice Chair Burkhardt moved to approve the October 3, 2023, Planning Commission meeting minutes as submitted. Commissioner Eilers seconded the motion.

Roll call vote: Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Donovan Palmquist-Aye. *Motion carried 4-0.*

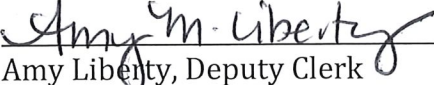
Adjournment

Vice Chair Burkhardt moved to adjourn the meeting. Commissioner Palmquist seconded.

Roll call vote: Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Donovan Palmquist-Aye. *Motion carried 4-0.*

The meeting was adjourned at 8:34pm.

Respectfully submitted,


Amy Liberty, Deputy Clerk

Minutes Officially Approved by:  on: 12-6-23
Planning Commission Vice Chair Date

EUREKA TOWNSHIP

Dakota County, Minnesota



Planning Commission Meeting

Attendance

November 8, 2023

7:00 PM

Printed Name

Ben Preisler

Stephan Pope

Address

8258 257th St N Farmington MN 55024

5711 235th St N Farmington MN 55024