

EUREKA TOWNSHIP
Dakota County, State of Minnesota

SPECIAL PLANNING COMMISSION MEETING MINUTES
March 6, 2024-7:00pm

Call to Order

Chair Clancy called the Planning Commission meeting to order at 7:03pm.

Commissioners Present: Bill Clancy (Chair), Debbie Burkhardt (Vice Chair),
Melanie Storlie (Commissioner), Beth Eilers (Commissioner),
Donovan Palmquist (Commissioner)-via ZOOM

Others Present: Amy Liberty (Deputy Clerk), Brian Ahern, Bethany & Paul Fischer

Zoom participants: Julie Larson, Jeff Otto

Purpose of Meeting

This meeting discussed agenda items that were originally to take place on Tuesday, March 5, 2024. The Planning Commission meeting had to be rescheduled due to the Presidential Nomination Primary Election.

Permit Requests

Fischer, Paul & Bethany, 8686 250th St. W., PIN 13-02000-02-023 *Pole Shed

Both Paul and Bethany were present at the Town Hall to help answer any questions the Commissioners may have. The site map provided was clear and concise. A math error on the total square footage of existing buildings was caught and corrected before the meeting. A comment was made about the location of the new pole shed being 10 feet away from an existing building. Although this does meet requirements, it was advised to allow slightly more room in case of errors.

§ 240-24 Standards for accessory uses or structures. [Amended 8-13-2007 by Res. No. 59; 6-14-2010 by Ord. No. 2010-1]
A. Location. No detached accessory building or structure shall be located closer than 10 feet to any principal building or to any other accessory building or structure.

Chair Clancy explained the complete process of obtaining a permit. The Planning Commission strictly looks at the application from a zoning standpoint in terms of setbacks and ordinances, not a building code standpoint. After the Planning Commissioners review, a recommendation is made to the Town Board. Once approved by the Board, the application is forwarded to Inspectron, Inc. At that point, the applicant will work directly with the building inspector.

Motion: Chair Clancy moved to recommend approval by the Town Board for the building permit application for Paul and Bethany Fischer located at 8686 250th St. W., with the Property ID 13-02000-02-023, for a 40x 84 ft. pole shed. Vice Chair Burkhardt seconded.
Roll call vote: Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Bill Clancy-Aye; Donovan Palmquist-Aye. *Motion carried 5-0.*

Town Board Liaison Report

No one from the Town Board attended the meeting to give a full report. Summaries are provided in the meeting minutes and are available for viewing at the Town Hall and on the website.

Old Business

Applications/Directions review

1. Supplement to Accessory Structures Permit Application

Many errors were found on the original supplement page, including simple numbering. The Planning Commissioners discussed the page and suggested corrections to improve the document.

Motion: Chair Clancy moved to recommend approval by the Town Board of the Supplement to Accessory Structures permit application, often referred to as page two of a building permit, with the changes as discussed and agreed. Commissioner Storlie seconded the motion. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Bill Clancy-Aye; Donovan Palmquist-Aye. *Motion carried 5-0.*

2. Splitting and Combining Tax Parcels for lot line adjustment

Chair Clancy explained that this was triggered when one of the ordinances was revised and referred to an application that did not exist.

§ 216-7 Lot split/combination abbreviated review process.

Content and data requirements for lot line adjustments:

(a) The requested lot line adjustment shall be made on a lot line adjustment application provided by the Town Board to which is attached a certificate of survey meeting all the requirements of this section, prepared by a registered land surveyor. Exceptions, stipulated in writing, may be granted with the approval of the Town Board.

Jeff Otto, a citizen who was working with the Township and tried to caution the Board with the ordinance language change in 2023, explained the following:

“The fundamental requirement from Dakota County is that ANY property boundary change by any name must be recorded with the County because it directly affects the property tax calculation for each affected property. This recording makes each parcel a LOT OF RECORD. The County then ALWAYS retires the old PID(s) and assigns new PIDs to the affected parcels, important for matching annual Property Tax calculation records (and mailings) in the Assessor’s Office.”

It was recommended to create a new application that would not only satisfy the current ordinance but would be properly recognized by Dakota County. Deputy Clerk Amy Liberty reached out to Dakota County and shared the findings with Commissioner Chair Clancy. Together, along with a previous draft created by Jeff Otto and former clerk Rane Solis, an updated application was presented and discussed by all the Commissioners.

Motion: Chair Clancy moved for the Town Board to approve the advised, now titled, Splitting and Combining Tax Parcels for Lot Line Adjustment application as typed and in the meeting packet. Vice Chair Burkhardt seconded. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Bill Clancy-Aye; Donovan Palmquist-Aye. *Motion carried 4-0.*

New Business

Commissioners began a dialogue on the following items that may need further attention:

1. Indoor Commercial Agriculture
2. Speed Study-phase two

It was agreed to continue the discussion at future Planning Commission meetings. There was mention that it is also important to have the citizens of Eureka Township be part of the conversation. Too many ordinances have been a complaint in the past, therefore reaching out to the public prior to recommending items to the Town Board would be in the Township's best interest.

Approval of Meeting Minutes

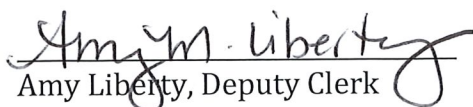
Motion: Chair Clancy moved for the Planning Commission to approve the meeting minutes of February 6, 2024, as prepared. Vice Chair Burkhardt seconded the motion. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Bill Clancy-Aye; Donovan Palmquist-Abstain. *Motion carried 4-0-1.*

Motion: Chair Clancy moved for the Planning Commission to approve the special meeting minutes of February 20, 2024, as prepared. Commissioner Storlie seconded the motion. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Abstain; Melanie Storlie-Aye; Bill Clancy-Aye; Donovan Palmquist-Abstain. *Motion carried 3-0-2.*

Adjournment

Chair Clancy moved to adjourn the meeting at 8:23pm. Commissioner Eilers seconded. *Roll call vote:* Deb Burkhardt-Aye; Beth Eilers-Aye; Melanie Storlie-Aye; Bill Clancy-Aye; Donovan Palmquist-Aye. *Motion carried 5-0.*

Respectfully submitted,


Amy Liberty, Deputy Clerk

Minutes Officially Approved by:  on: 4-2-2024
Planning Commission Vice Chair Date

EUREKA TOWNSHIP

Dakota County, Minnesota



Planning Commission Special Meeting

Attendance

March 6, 2024

7:00 PM

Printed Name

Address

Brian Ahern
Bethany Paul Fischer

6215 235th St W Farmington

8080 250th St. W Lakeville
