

Mission of the City of Courtland

We envision Courtland as a city with managed growth, which offers a high quality of life for individuals, families and businesses at an affordable cost.

Planning Commission Minutes

Regular Meeting

December 15, 2022

Present: Commissioner Julie Holm
Commissioner Ed Mages
Commissioner Natasha Goblirsch
Commissioner Al Poehler

Absent: Commissioner Chair Paul Bode

Visitors: see attached list

The regular scheduled Planning Commission meeting was opened by Commissioner Poehler on December 15, 2022 at 6:30 p.m. in the Courtland City Council Chambers.

APPROVAL OF MINUTES.

Mages made a motion to approve the minutes from the November 17, 2022 Planning Commission meeting. Goblirsch seconded the motion. The motion carried with all in favor.

Commissioner Poehler opened the meeting and public hearing for Conditional Use Permit by Courtland Waste Handling, Chris Dauer. The use of the property will primarily be parking of equipment, no new buildings are anticipated in the near future. A condition of the permit could be if that time comes, additional requirements could be added. Residents surrounding the property are in attendance for discussions on the permit. Concerns were brought forth and noted. The main concerns are buffer zones along Red Shoe Drive, Parkview Court and Valley View Drive, any access off Red Shoe Drive and lighting. Discussion of what makes up buffer zone, how wide the buffers zone is to be and possibly the City contributing to cover all areas around property. Additional discussion of storm water control after leveling areas for parking. This would be covered under a permit by MPCA and would be a condition of the conditional use permit. Councilmember Rodewald is in attendance as a resident living in Parkview Court provides some information how this permit works as she is familiar as part of her job with MPCA. Another comment of consideration is trucks idling in the area next to residents. Comments lend to being in support of the business expanding and continuing to operate in the City. Recap of considerations for permit: buffers on all sides; Valley View; Red Shoe; and Parkview, what to use as buffer i.e. fast growing trees and evergreens, no access off Red Shoe Drive, future lighting, safety and idling of trucks, moving the green space zone indicated on our zoning map to directly along the property line. Commission will send out additional information when the permit is forwarded to council for vote.

Mages made a motion to close public hearing. Goblirsch seconded the motion. Motion carried with all in favor.

Commissioner Holm presents information from city attorney regarding the parking ordinance and ability to tow vehicles after notice during snow emergency. Opinion from attorney is to amend the ordinance to have ticketing and appoint a parking enforcement officer.

Commissioners discuss implementing a land alteration permit that should be included on all new buildings along with any other projects moving large areas of land to help with stormwater control in the future.

Commissioner Holm was approached by local business regarding THC sales in the city. The law passed by the state allows sales by anyone unless the city regulates, if the city does nothing, they can just start selling. Holm found information from Lafayette and Nicollet on what their cities have done. Lafayette has done nothing and Nicollet passed an interim ordinance prohibiting sales until ordinance can be written. Commissioner discussion is that in the coming year additional changes could happen at the state level and would be best to pass an interim ordinance like Nicollet until more information can be obtained.

Commissioners discuss Courtland Waste Handling Conditional Use Permit application. Discussion is to gather additional information on buffer zone and what should make up the buffer zone. No action is taken to send to council.

Goblirsch made motion to adjourn. Mages seconded the motion. Motion carried with all in favor.

Meeting adjourned at 7:55p.m.

Respectfully submitted,

Paul Bode, Chair

Julie Holm, City Clerk

Planning Commission 12-15-22

James Martz

Justin Kraus

Derek Swanson-Cullen

Pam Rodewald

LARRY BOTTEN

Carli Botten

Tim Plath

Bon Soukup

Ralph Compact

Brent Woller

Chris Daver

Andy Renner

Paul Pokin

JUSTIN HORN

Ken Beckard

Scott Stein

Matt Maggs

Ann Perry

Ju Woelke

Mike Wolke

Matt Perry

Robert Keith

Gary Mortensen

Tom and Allison Hazuka



Application for Conditional Use Permit

City of Courtland State of Minnesota)
329 Main St.)ss
Courtland, MN 56021 County of Nicollet)
(507) 354-7055 Email: ctlclerk@comast.net

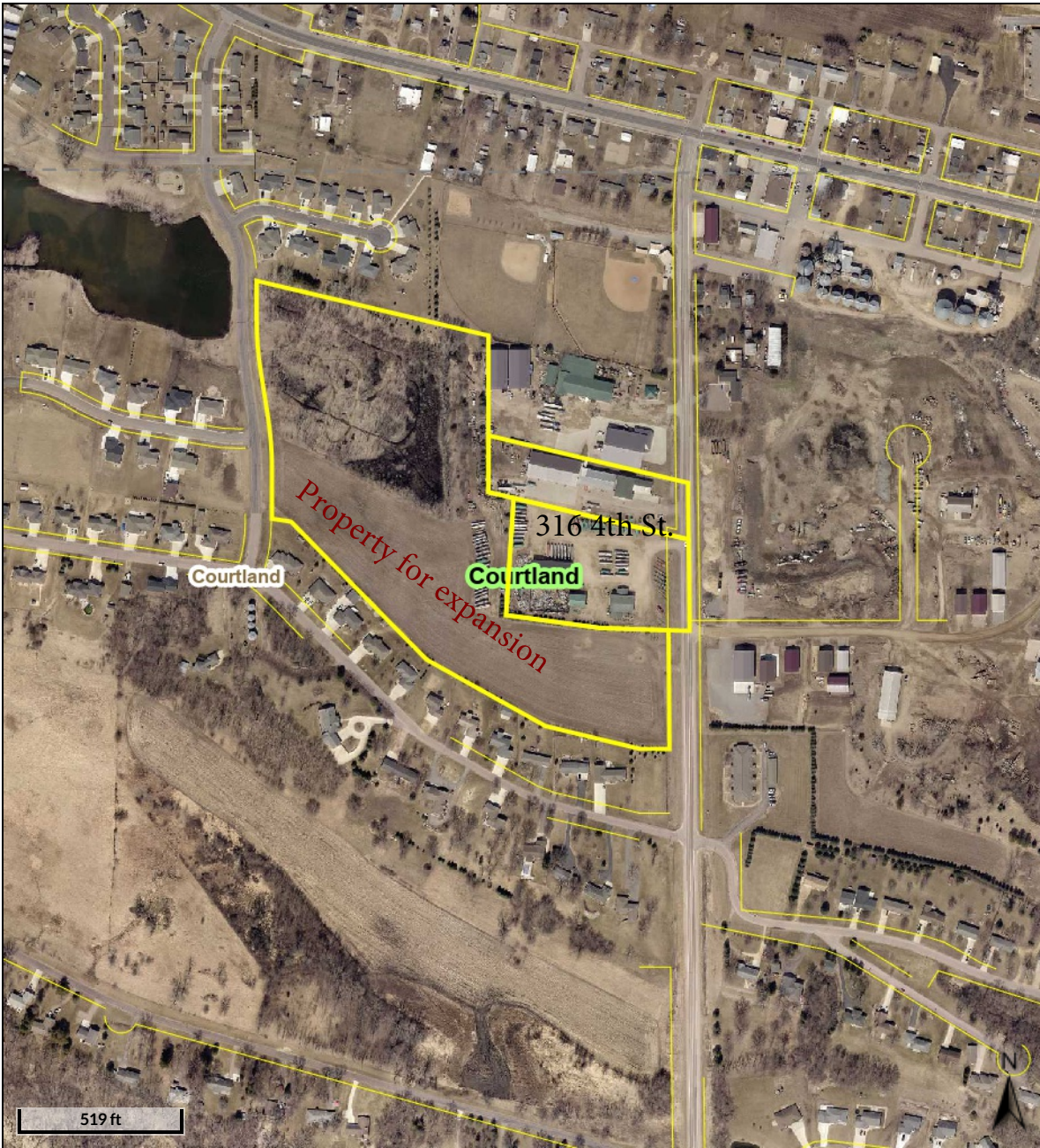
Name: Courtland Waste Handling Inc / Chris Dauer
Address: 316 4th Street Courtland mn 56021
Phone: 507-359-4230

I/We, the undersigned, hereby make the following application to the Planning and Zoning Commission and to the City Council of the City of Courtland, Nicollet County, Minnesota. I/We acknowledge that I/we as the applicant have the responsibility of checking all applicable ordinances pertaining to this application and complying with all ordinance requirements.

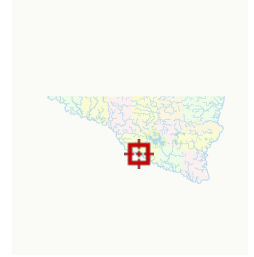
1. Application for Conditional Use Permit (CUP) to conduct the following:
Parking equipment Related to Ag Industry, But Not Limited to.
Possibly Building Shops.
2. Legal description of property to be affected by CUP:
Parcel # 14.008.0925
3. Street address of land to be affected by CUP:
N/A
4. Acreage or square footage of property involved:
19.33
5. Present zoning of the property involved:
Industrial
6. Name and Address of present owner of the property involved:
D+G Courtland Properties
316 4th Street Courtland MN 56021
7. Is the proposed use compatible with present and future land uses of the area (explain):
The land is an Extension of Courtland Waste Handling Inc and
the intended use will be the same as current use by
the business on existing property.
8. Attachments are part of the application.

Applicant's Signature  Date 11/28/22
Owner's Signature  Date 11/28/22


For Office Use Only:			
Application Fee \$300	Engineering Fee \$ _____	Legal Fee \$ _____	Other \$ _____
Total Fees \$ <u>300.00</u>	Paid \$ _____	Date _____	Paid In Full (date) <u>12/2/22</u>
Planning/Zoning Commission Recommendation: (Approve/Disapprove)		Date <u>December 15, 2022</u>	
City Council Decision: (Approve/Disapprove)		Date _____	
This CUP meets requirements of Chapter 303 of the Courtland City Code. CUP becomes void in one (1) year unless the conditional use is established within such period. Pursuant to Sec 303.20 Subd 5A, nothing shall prevent the City from enacting or amending the City Code to change the status of this CUP.			
Authorized Signature _____		Date _____	



Overview



Legend

 Right of Way

**ORDINANCE NO. 23-102
CITY OF COURTLAND
NICOLLET COUNTY, MINNESOTA**

**An ordinance amending Part 3 of Chapter IV of the City Code of the
City of Courtland relative to parking regulations.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COURTLAND:

SECTION 1. That Chapter IV, Part 3 of the City Code of the City of Courtland shall be amended to read as follows:

Part 3. Parking Regulation

403.01 Prohibited Parking

Subdivision 3. Upon declaration of snow emergency.

403.02 Restrictions on Parking.

Subdivision 1. No parking shall be permitted upon any city street between October 1 and April 1 between the hours of 2:00 A.M. and 7:00 A.M.

Subdivision 2. No parking shall be permitted upon any city streets during a declared snow emergency until emergency has ended.

403.03 Parking Enforcement

Subdivision 1. Appoint Public Works Employee to enforce parking restrictions.

Subdivision 2. Enforcement officer shall issue a parking violation notice upon vehicles violating any restrictions on parking.

403.04 Violations

Violations of the provisions of this Part shall be petty misdemeanors.

This ordinance shall be in full force and take effect from and after its passage, approval and publication.

Passed by the City Council of the City of Courtland, Minnesota on the 5th day of January 2023.

Signed: _____
Al Poehler, Mayor

Attest: _____
Julie Holm, City Clerk

507 PERMITS AND FEES

507.1 ZONING PERMITS

For the purposes of enforcing this Ordinance, a zoning permit shall be required of all persons prior to:

1. Erection, structural alteration, or relocation of permanent or portable structures or signs, except political and real estate signs, that conform to the standards herein.
2. Installation, alteration, repair, or extension of any sewage disposal system or solid waste disposal operation.
3. Land alterations, including: timber harvesting, land excavation, cutting or filling in excess of fifty (50) cubic yards, removal of Shoreland trees and vegetation, mineral extraction, and landfills.
4. Erection, alteration, or relocation of permanent agricultural facilities such as silos, grain bins, holding ponds, manure storage structures, and slurry systems.
5. Location of all essential services along public roads.
6. Retaining walls, berms, and landscaping higher than two (2) feet along public roads.
7. Fences along a public road that are higher than two (2) feet, except those listed as permitted encroachments.
8. Within the floodplain, prior to the erection, addition, or alteration of any building, structure, or portion thereof; prior to the use or change of use of a building, structure, or land; prior to the placement of fill, excavation of materials, or the storage of materials or equipment.
9. Establishment of a Home Occupation as a permitted use or conditional use shall require a zoning permit.

507.2 PROCEDURES

1. Persons requesting a zoning permit shall submit information about the request as indicated by the zoning permit and complete an official zoning permit with the Zoning Administrator or their designated representative.
2. A zoning permit will be issued only if the proposal is in compliance with applicable portions of this Ordinance including, but not limited to:
 - A. Zoning district permitted and conditionally permitted land uses.
 - B. Zoning district dimensional standards.

C. Performance standards provided for certain activities.

D. Pay the appropriate fee that accompanies the request.

3. Request for a zoning permit shall be completed on an official form. The applicant may be asked to furnish plans in duplicate drawn to scale, showing the nature, location, dimensions, and elevations of the lot; existing or proposed structures, fill or storage of a materials; and the location of the foregoing in relation to the stream channel, ditch, septic system, well, and property lines. If necessary, a survey may be required to ensure setback distances to appropriate property lines.

507.3 OTHER REGULATIONS

Issuance of a zoning permit does not imply compliance with other applicable County regulations or regulations of other agencies unless otherwise stated.

507.4 EXISTING VIOLATIONS

In the event of an existing violation on a property, a request for a zoning permit will be denied until the property is brought into compliance with the Ordinance and all other applicable statutes, rules, and standards. In the case of a failing ISTS, a zoning permit may be issued to bring the ISTS into compliance.

STRUCTURES

Residential Dwellings and Attached Additions

<120 sq ft	\$ 25.00
121 sq ft and over	\$.25 sq ft or \$ 50.00 min.

Accessory Structures (detached)

<120 sq ft	\$ 25.00
121 sq ft to 1000 sq ft	\$ 50.00
1001 sq ft and over	\$.05 sq ft

AG Animal Structures

<120 sq ft	\$ 25.00
121 sq ft to 500 sq ft	\$ 50.00
501 sq ft and over	\$.10 sq ft

Grain Bins/Silos

\$ 50.00

Commercial Structures (e.g. utility cabinets, power station sheds) \$.25 sq ft or \$ 50.00 min.

Towers (cell, etc.) \$ 250.00

LAND ALTERATIONS

Land Alterations \$ 50.00

(including borrow pits, walled feed pads, basins, timber harvesting)

RENEWABLE ENERGY SYSTEMS

WECS – Micro \$ 50.00

Non Commercial \$ 250.00

Commercial \$ 500.00

Solar Energy Systems—Small \$ 250.00

Solar Energy Systems—Large \$ 500.00

SEPTIC SYSTEM

Septic System Operating Permit \$ 25.00/yr.

Holding Tank/Privy \$ 100.00

Type I-III \$ 250.00

Type IV-V \$ 450.00

SIGNS

On Premises \$ 25.00

Commercial and/or Off-Premises \$ 50.00

911 address sign and post \$ 187.00

911 address sign, post, and mailbox support \$ 294.00

SOLID WASTE

Solid Waste Facility Application \$ 100.00

Solid Waste Haulers License \$ 100.00

FEEDLOTS

Feedlot Permit - New \$ 100.00

Feedlot Permit - Existing (Valid) \$ 50.00