

**Barnesville Planning Commission  
Regular Meeting  
Monday, April 3, 2006**

The regular meeting of the Barnesville Planning Commission was called to order by Chair Jeremy Krause at 6:30 p.m.

Members present: Merlin Strom, Jeremy Krause, Marlene Schell, Gary Fraedrich, Steve Mortenson, Pat Berndt, Aaron Grommesh, and Karen Lauer, Acting Zoning Administrator.

Member absent: Mike Osten.

Also in attendance was Don Sakry.

**AGENDA**

**04-03-06-01** Motion by Strom and seconded by Berndt to approve the agenda. Unanimously carried.

**MINUTES**

**04-03-06-02** Motion by Strom and seconded by Mortenson to approve the minutes of the March 6, 2006 meeting. Unanimously carried.

**PUBLIC HEARING: PROPERTY MAINTENANCE CODES**

Chair Krause opened the public hearing at 6:35 p.m.

Karen Lauer noted that the proper notification had been made with publication in the newspaper. Also, no comments were received prior to the meeting. Don Sakry noted his concerns with the sections on right of entry, windows, insect screens, doors, and securing vacant buildings. No further comments were received.

Chair Krause closed the public hearing at 6:38 p.m.

Krause led the Planning Commission through the areas of concern on the ordinance.

- Subd. 5 Maintenance of Exterior Structures, item B. Protective Treatment: Krause was concerned that the language is too expansive and left to the interpretation of the inspector as to how much peeling, flaking and chipped paint should be allowed. Karen Lauer referred to language from Willmar's ordinance that specified 25 percent of the area peeling or flaking. The consensus of the Planning Commission members was to change the sentence from "Peeling, flaking and chipped paint shall be eliminated and surfaces repainted" to "Paint which is peeling, or blistering to an extent of more than twenty-five (25) percent of the area, shall be eliminated and surfaces repainted".
- Subd. 5 Maintenance of Exterior Structures, item H. Decorative features: After discussion the Planning Commission agreed the language was OK.
- Subd. 5 Maintenance of Exterior Structures, item N. Window, skylight and door frames: Concern was expressed by Commission members that all older homes in town do not have storm windows and some commercial buildings do not have double glazed windows. Also, not all windows in older homes would be able to comply with the requirement to be openable and to be held open. It was the consensus of the Commission members to remove the glazing and openable windows language from the ordinance.
- Subd. 5 Maintenance of Exterior Structures, item O. Insect screens: Commission members discussed the language and consensus was that this item related to commercial applications and is OK as it is written.

- Subd. 5 Maintenance of Exterior Structures, item P. Doors: Some concern was expressed by Commission members regarding the appropriateness of requiring homeowners to have a lock on exterior doors. After discussion, Commission members agreed that the language was important for rental units and should be left as written.
- Subd. 6 Securing Vacant Buildings, item A General: Concern was expressed regarding the number of days the owner has to comply once the notice is served. Proposed language is six (6) days and it was felt this might not be sufficient time to allow for mail delivery out of state. After discussion it was agreed this should be changed to fifteen (15) days.
- Subd. 7 Vacant Building Registration, item A. Definition: The Planning Commission discussed at length the definition of a vacant building. Each item was looked at in detail and it was decided to leave the language as it is written.
- Subd. 8 Vacant Building Fees: The proposed language allows the owner five (5) days to pay the first annual fee. Commission members felt this did not allow enough time for the owner and agreed to change it to thirty (30) days.
- Subd. 3 Duties and Powers of the Code Official, Item G. Right of Entry: Don Sakry expressed concern that the Code Official may not have the right to enter a structure or premises as the language states. Karen Lauer indicated she would contact the City Attorney to get a legal opinion on the language.
- Karen Lauer reviewed a possible new section on fence maintenance. After reviewing the current fence ordinance, Commission members decided new language is not necessary.

**04-03-06-03** Motion by Schell and seconded by Strom to recommend to the City Council to approve the Property Maintenance Standards ordinance as amended. Unanimously carried.

#### **INSTITUTIONAL ZONING/SCHOOL SIGN**

Karen Lauer reviewed ordinances from Moorhead and Detroit Lakes that deal with signs for schools. The Commission members discussed the various ordinances and agreed it may be appropriate to incorporate new language for signs in residential districts. Karen Lauer will write the proposed language to include:

- Height not to exceed 8 feet
- Width not to exceed 12 feet
- No flashing lights
- Maximum of eighty (80) square feet
- Monument style
- Landscaping

The Planning Commission will review the proposed language at the May 1 meeting, call a public hearing for June, and then send the language to the City Council for two readings and adoption.

#### **DISCUSSION ON POSSIBLE RETENTION POND ORDINANCE**

Karen Lauer reviewed the proposed language. The language is needed to clarify that retention ponds are not water storage facilities. Karen Lauer noted that the proposed language for Subd. 2 Waiver of the Storm Water Management section would need to be removed since the requirement cannot be waived. At some point, the Storm Water Management section will need to be expanded, but this language will accomplish what needs to be done now.

**04-03-06-04** Motion by Fraedrich and seconded by Schell to call for a public hearing on Monday, May 1, 2006 at 6:30 p.m. on Section 11.52 Water Recreation and Water Storage Facilities and Section 11.55 Storm Water Management. Unanimously carried.

#### **CONDITIONAL USE PERMIT REVIEW**

The Planning Commission reviewed the valid reasons for approving or denying a conditional use request.

## **TRAINING OPPORTUNITIES**

Commission members reviewed upcoming training sessions. At the May meeting, members will indicated if they are able to attend any of the training session.

## **MANUFACTURED HOUSING UPDATE**

Roland Holm was not able to attend the meeting to provide this update. The item will be placed on the May agenda.

## **BUILDING PERMIT UPDATE**

The permit report for February and March was reviewed.

## **OTHER ZONING CONCERNS**

Karen Lauer reported that an individual owns two lots in the Stoneridge addition and is requesting that the City Council approve the merger of the lots.

**04-03-06-05** Motion by Strom and seconded by Fraedrich to adjourn at 8:35 p.m. Unanimously carried.

Submitted by:

Pat Berndt  
Planning Commission Secretary