

**MELROSE PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, FEBRUARY 24, 2025– 6:00 P.M.**

A.I. #1 CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Melrose Planning and Zoning Commission met in a Regular Meeting on Monday, February 24, 2025 at 6:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Commission Members Jason Seanger, Dave Berscheit, Joe Matt, Joelene Wieling, and Community Development Director Shelia Hellermann. Commission Members Shawn Mayers, Nick Shaw, and Jean McDonald were absent. Also in attendance were Nathan Dull with Land & Liberty Coalition, Lyle and Sharon Barthel, and Dennis and Carri Russ. Chair Jason Seanger called the meeting to order.

The Pledge of Allegiance was recited.

A.I. #2 OATH OF OFFICE

At its January 7, 2025, meeting, the City Council reappointed Joelene Wieling to the Planning and Zoning Commission as the council representative for a one-year term. Ms. Hellermann administered the Oath of Office to Ms. Wieling.

A.I. #3 APPROVAL OF AGENDA

A motion was made by Mr. Matt seconded by Mr. Berscheit and unanimously carried to approve the agenda as submitted.

A.I. #4 APPROVAL OF MINUTES

A motion was made by Mr. Berscheit, seconded by Mr. Matt and unanimously carried approving the minutes from the Commission's January 27, 2025, Regular Meeting.

A.I. #5 PUBLIC HEARING

- a. The Melrose Planning and Zoning Commission acting as the Board of Adjustments and Appeals held a Public Hearing at 6:02 p.m. on Monday, February 24, 2025, at the Melrose City Center, 225 1st Street NE, Melrose, MN, for the purpose of giving consideration to amend Section 1800 Solar Energy Systems of the zoning ordinance limiting solar systems to an accessory use on a parcel and for the production of energy for the structures on the parcel.

The Affidavit of Publication of the Public Hearing Notice, which was published in the Star Post on Wednesday, February 12, 2025, along with the Affidavit of Posting of Notice of Hearing were provided.

Community Development Director Sheila Hellermann provided a summary of the revisions to the solar energy system limiting solar systems to an accessory use on a parcel and for the production of energy for the structures on the parcel.

Nathan Dull residing at 1800 Block of English Avenue in Farmington MN. Mr. Dull is

a member of the Land and Liberty Coalition. The Land & Liberty Coalition (L&LC) is a state-based group of local citizens who support utility-scale renewable energy developments. The coalition consists of farmers, landowners, and key stakeholders who are concerned about protecting their private property rights, developing their communities, and being good stewards of the land. Mr. Dull has concerns regarding the orderly annexation process would limit property owners in adjacent townships from constructing a renewable energy development. Community Development Director Hellermann stated that should the land be annexed any type of renewable energy development would be grandfathered in.

Chair Seanger asked if there was any public comment. There being no further comments, the Public Hearing was closed at 6:08 p.m.

- b. The Melrose Planning and Zoning Commission acting as the Board of Adjustments and Appeals held a Public Hearing at 6:08 p.m. on Monday, February 24, 2025, at the Melrose City Center, 225 1st Street NE, Melrose, MN, for the purpose of giving consideration to amending the Planned Unit Development for Railroad West.

The development agreement with Roach Development LLC calls for a 34-unit 17-building housing project on Lots 1 through 25, Block 2, Railroad West, which is a modification of the existing CUP and PUD.

The Affidavit of Publication of the Public Hearing Notice, which was published in the Star Post on Wednesday, February 12, 2025, along with the Affidavit of Posting of Notice of Hearing and the Affidavit of Mailing of the Public Hearing Notices to the Affected Property Owners were provided.

Community Development Director stated that since the initial purchase and platting of the Railroad West property the city has entered into a development agreement with Roach Development LLC which calls for a 34 unit, 17 building housing project on Lots 1 through 25, Block 2, Railroad West which is a modification of the exiting CUP and PUD. Therefore, the city is requesting amending the Conditional Use Permit for the Planned Unit Development for Railroad West to a mixed-use development including multi-family housing development, future municipal park, and a 34-unit 17-building housing project (instead of two cul-de-sacs of residential single-family housing)

The request from Roach Development LLC is to vacate the existing utility easements between the 25 individual lots, allowing for construction over the lot lines, but adhering to the R-1 setbacks for the overall sides, front along Railroad Avenue, and south/rear line.

Within the Railroad West plat, the right of way for 10th Avenue NW and 11th Avenue NW is 66 feet. These rights of way will be vacated, and the streets within the development will be private.

The city will have a blanket easement for the entirety of the area platted as Block 2 of Railroad West.

Sharon and Lyle Barthel of 914 Railroad Avenue NW stated that they have a daycare adjacent to the property and expressed concern with other children entering their backyard playground. Being a licensed daycare provider, they are limited to the number of children that can be on the property. Ms. Barthel asked if they were

required to fence in their yard. Community Development Director Sheila Hellermann stated it is not required although it may be something they wish to do. Ms. Barthel also expressed concern regarding the easement as she did not want heavy trucks driving on her property and also safety concerns for her daycare children. Ms. Barthel stated that she is opposed to the easement as she does not like the idea of them going through her backyard. Community Development Director Sheila Hellermann stated that the final design has not been laid out, however the utilities would do its best to not encroach on their property.

Chair Seanger asked if there was any public comment. There being no further comments, the Public Hearing was closed at 6:18 p.m.

A.I. #6 REPORTS

- a. Community Development Director Sheila Hellermann stated that there was an inquiry into short-term rental in the city of Melrose. Staff is requesting City Attorney Dymoke to review the zoning code for short term rental. Director Hellermann stated that the rehab of the Northstars Property project at 406 Main Street East (is back on track after a delay caused by a change in contractors). Community Development Director Sheila Hellermann is also working with a local business owner and the property owners of Casey's North.

A.I. #7 ACTION ITEMS

- a. The Commission earlier this evening held a Public Hearing for the purpose of giving consideration to amend Section 1800 Solar Energy Systems limiting solar systems to an accessory use on a parcel and for the production of energy for the structures on the parcel.

A motion was made by Ms. Wieling, seconded by Mr. Berscheit and unanimously carried recommending the City Council approval of the amendment to the zoning ordinance Section 1800 Solar Energy Systems of the Melrose Zoning Ordinance.

- b. The Commission earlier this evening held a Public Hearing for the purpose of giving consideration to amending the Planned Unit Development for Railroad West. The Commission reviewed the

A motion was made by Mr. Berscheit, seconded by Ms. Wieling and unanimously carried approving the Planning Report as submitted.

A motion was then made by Mr. Berscheit, second by Mr. Matt and unanimously carried recommending Council approval of the Amendment to the Conditional Use Permit for the Planned Unit Development for Railroad West.

A.I. #8 OLD BUSINESS

- a. Staff has been working with the city attorney and attorneys for CentraCare on the real estate split between CURA and CentraCare. There was initial interest in a community interest community (condo) type of arrangement. They are now moving toward a lot split/subdivision, with variance requests. The building officials for the city toured the facility and proposed lot lines on Wednesday, January 29, 2025. Director Hellermann

provided an update on this work, plans for the future, and which variances will likely be required. CURA is working with an architect on a possible construction project. It was suggested to look at a PUD.

- b. Staff has been working with the city attorney on a mural ordinance. Community Development Director Sheila Hellermann believes it is important to have an ordinance for several reasons such as regulations for deterioration of murals, not allowing murals to face Main Street or in residential areas. The ordinance would facilitate the content, placement and, disrepair. Commission Member Seanger recommended the ordinance limit the word content not be more than 30% of the mural. It was also suggested that the mural be reflective of the community and single themed. It was also discussed to put a moratorium on murals.

A.I. #9 NEW BUSINESS

- a. There has been a request submitted by Rheume for electronic billboards in the wellhead area and golf course area. The golf course request would need to be reviewed by Planning & Zoning. It is in a residential area. The Planning and Zoning Commission did not support the electronic billboard in the residential area.

A.I. #10 INFORMATIONAL ITEMS

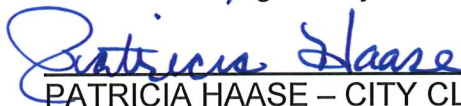
- a. The Commission's next meeting date is scheduled for Monday, March 31, 2025, at 6:00 p.m.

A.I. #11 ISSUES BY PLANNING AND ZONING COMMISSION MEMBERS

None

A.I. #12 ADJOURNMENT

A motion was made by Ms. Wieling, seconded by Mr. Berscheit and unanimously carried that the meeting be adjourned at 7:05 p.m.



PATRICIA HAASE – CITY CLERK