

**BELLE PLAINE PLANNING & ZONING COMMISSION
REGULAR MEETING
MAY 12, 2025**

PLEDGE OF ALLEGIANCE

Chair Romness led those present in the Pledge of Allegiance.

1. CALL TO ORDER. 1.1. Roll Call.

The Planning and Zoning Commission met in Regular Session on Monday, May 12, 2025 at City Hall 218 North Meridian Street, Belle Plaine, MN. Chair Romness called the meeting to order at 6:00 PM with Commissioners Crosby, Schmitz and Petersen present. Commissioner Duklet was absent.

Also present were Council Liaison Otto and Community Development Director Smith Strack.

2. APPROVAL OF AGENDA.

MOTION by Commissioner Schmitz, second by Commissioner Petersen, to approve the Agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of April 14, 2025.

MOTION by Commissioner Petersen, second by Commissioner Schmitz, to approve the Regular Session Minutes of April 14, 2025. ALL VOTED AYE. MOTION CARRIED.

4. RECOGNITION OF INVOLVED CITIZENS.

*Persons may make statements to the Planning Commission pertaining to items **not** on the agenda. Maximum of three (3) minutes per speaker. No official action will be taken.*

None.

5. PUBLIC HEARINGS. None.

6. BUSINESS.

6.1. Chapter 1104.12 Accessory Structures Review.

Community Development Director Smith Strack explained Council has tasked the Planning and Zoning commission with discussion to reduce regulations for detached garages and sheds. Smith Strack reviewed Chapter 1104.12 with a slideshow. Smith Strack explained the Council has specifically called out the following for review:

- Remove cap on maximum square footage of detached accessory structures on a lot. Unlimited detached accessory structure square footage is suggested.
- Remove requirement to have a driveway to access accessory structures greater than 220 square feet in foundation size.
- Allow greenhouses.

Community Development Director Smith Strack reviewed the existing rules for each item being reviewed and noted the current recommendations by Planning for allowing green houses at this time.

Community Development Director Smith Strack reviewed detached accessory structures and what other Cities have for limits within Scott County.

After discussion it was the consensus of the Commission to recommend removing the cap on accessory structures.

Community Development Director Smith Strack reviewed removal of driveway access to structures greater than 220 square feet requirement. Smith Strack noted the code was added in 2018 due to access occurring over curbs, across shared property lines and through unopened alleys. Smith Strack noted if enacted to remove staff still have a policy for unopened streets/alleys that will still apply. Smith Strack explained some but not all cities in the County require driveway access to detached garages/sheds.

After discussion it was the consensus of the Commission to recommend removing the driveway access requirement for garages/sheds over 220 square feet.

6.2. Discussion Exterior Materials: Metal Roofing with Exposed Fasteners.

Community Development Director Smith Strack explained the City Council has requested the Planning and Zoning Commission review allowing metal with exposed fasteners as an approved exterior building material. Smith Strack reviewed exterior materials with a slideshow. Smith Strack explained Council is able to change, adjust and delete standards as they see fit. Smith Strack reviewed a summary comparison of exposed fasteners, policy standpoint and defined terms. Smith Strack reviewed metal roofing concealed fasteners vs. open fasteners, cost, specs, pros and cons. Smith Strack reviewed code section/standard when it was placed in the effect, which zone it applies to, analysis of standards of the following: 1104.04, 1104.12, 1107.07, 1107.17 and 1107.22 and requested discussion after each section review.

1104.04 Building Type and Construction – The Commission held discussion, it was the consensus of the Commission to remove language requiring metal siding be horizontal placed, retain a standard that prohibits unfinished steel, to add language to allow metal with concealed or exposed fasteners, and to strike language that prohibits exposed fasteners.

1104.12 Accessory Structures – After discussion, it was the consensus to mirror 1104.04 Building Type and Construction.

1107.07 Pole Buildings – After discussion, it was the consensus to keep CUP for dwellings only. Allow accessory structures to be pole buildings.

1107.17 Highway Commercial and Industrial Design Standards – After discussion, it was the consensus to not make changes and to keep language as is.

1107.22 Preservation of Belle Plaine’s Character Design Standards – After discussion, it was the consensus to not make changes.

7. ADMINISTRATIVE REPORTS.

7.1. Commissioner Comments.

No comments were made.

7.2. Director’s Report.

Community Development Director Smith Strack highlighted the Director’s Report.

7.3. Upcoming Tentative Meetings.

1. Regular Meeting, 6:00 p.m., Monday, June 9, 2025.

The Commission was reminded of the next upcoming tentative meeting as listed.

8. ADJOURNMENT.

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MOTION by Commissioner Petersen, second by Commissioner Schmitz, to adjourn the meeting at 7:31 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary