



**LE SUEUR PLANNING COMMISSION
MEETING AGENDA**
January 12, 2023
6:00 P.M.

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – June 9, 2022
4. New Business
 - 4.1 Planning Commission Member Oath of Office
 - 4.2 Public Hearing – Mound Cemetery Rezoning
 - 4.3 Planning Commission Composition Ordinance update
 - 4.4 Planning Commission Appointment Terminations update
5. Other Business
 - 5.1 Council Report for 2023
 - 5.2 Future of the City Forum Planning for March of 2023
6. Miscellaneous
 - 6.1. None
7. Adjournment



LE SUEUR PLANNING COMMISSION
Meeting Minutes
June 9, 2022, 6:00p

A regular meeting of the Le Sueur Planning Commission met at 6:00p on June 9, 2022.

Members Present: Dan Ryerson, Colleen Johnson, Melissa Huntington, John Dieball, Newell Krogmann (Council Liaison)

Members Absent: Holly Spiess, Julie Sheehy

Other Attendees: Joe Roby

1. Call to Order
 - a. Meeting called to order at 6:10p

2. Approval of Agenda
 - a. Motion by Huntington, seconded by Johnson, to approve agenda as written.
 - i. Voting in favor: Ryerson, Johnson, Huntington, Dieball
 - ii. Voting against: n/a

3. Approval of Minutes
 - a. Motion by Johnson, seconded by Dieball, to approve May 12, 2022 minutes, with recommendation to City Administrator Roby that the wording of specific findings be called out in greater detail.
 - i. Voting in favor: Ryerson, Johnson, Huntington, Dieball
 - ii. Voting against: n/a

4. New Business
 - a. 4.1 Public Hearing – 549 Elmwood Ave S Conditional Use Permit (CUP)
 - i. Following discussion over proposed CUP, with no public comment, Motion by Dieball, seconded by Huntington, to recommend CUP approval to City Council.
 1. Voting in favor: Ryerson, Johnson, Huntington, Dieball
 2. Voting against: n/a

5. Other Business
 - a. 5.1 Planning Commission Composition
 - i. Robust discussion around whether to consider City Administrator recommendation to reduce the number of Planning Commission members to 5, with 2 alternate members. Discussion around improving training for commissioners, augmenting Planning Commission's monthly meetings, and recruitment of new members.
 - ii. Motion by Huntington, seconded by Johnson, to table recommendation on reducing the number of commissioners.
 1. Voting in favor: Ryerson, Johnson, Huntington, Dieball
 2. Voting against: n/a



6. Miscellaneous
 - a. 6.1 City Council Update
 - i. Krogmann provided update on City Council business
 - b. Next meeting will be held July 14, 2022 at 6:00p in Council Chambers

7. Adjourn
 - a. Motion by Huntington, seconded by Ryerson, to adjourn meeting.
 - i. Voting in favor: Ryerson, Johnson, Huntington, Dieball
 - ii. Voting against: n/a
 - b. Meeting adjourned at 7:07p

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J Roby", is written in a cursive style.

Joe Roby, City Administrator

City of Le Sueur, Minnesota
Planning Commission
OATH OF OFFICE

“I, _____, a Planning Commission appointee of the City of Le Sueur, Minnesota, do solemnly swear that I will faithfully perform the duties of my appointed office, and will support and honor to the best of my ability all applicable laws of the State of Minnesota, Le Sueur County, and the City of Le Sueur, as well as the by-laws, beliefs, vision, mission, policies, and procedures of the City of Le Sueur Planning Commission. I hereby through this oath affirm that I will perform the duties of this public trust in a fair, equitable and ethical manner befitting the dignity and responsibilities of the office.

Planning Commissioner Signature

Date

Sworn before me this _____ day of _____, 20____.

Mayor, City of Le Sueur

Date

AN ORDINANCE AMENDING THE ZONING MAP FOR A PORTION OF 500 ELMWOOD STREET SOUTH TO ALLOW FOR A LOT LINE ADJUSTMENT TO INCLUDE THE PROPERTY WITHIN THE BOUNDARY OF THE MOUND CEMETERY

THE CITY OF LE SUEUR DOES ORDAIN:

Section 1. Zoning Map Amended. Pursuant to the terms of Section 153.202, Zoning Map, the following legally described property (the “Property”) is hereby amended on the zoning map to be rezoned as P, Public/Institutional from I-1, Light Industrial:

That part of the Northeast Quarter of the Southeast Quarter of Section 2, Township 11 North Range 26 West, Le Sueur County, Minnesota, as described as:

Commencing at an iron pipe monument designating the East Quarter corner of Section 2; thence South 00 degrees 39 minutes 53 seconds West, assumed bearing, along the east line of the Southeast Quarter of Section 2 a distance of 990.00 feet to the point of beginning; thence continuing South 00 degrees 39 minutes 53 seconds West, along said east line, 16.50 feet; thence North 89 degrees 31 minutes 30 seconds West, along a line parallel with the East – West centerline of Section 2 a distance of 495.00 feet; thence North 84 degrees 19 minutes 40 seconds West, 182.19 feet to a point on the south line of the North 990.00 feet of the Northeast Quarter of the Southeast Quarter of Section 2, the same being the south line of the Boright Farm Plat, on file and of record with the Le Sueur County Recorder; thence South 89 degrees 31 minutes 30 seconds East, along said south lines, 676.50 feet to the point of beginning.

Said parcel contains 9,666 square feet subject to an easement for Highway No. 112 purposes over and across the easterly boundary, ALSO subject to any other easements of record.

Section 2. Effective Date. This ordinance is effective upon passage and publication and recording of the property conveyance of the above legally described property to the Le Sueur Mound Cemetery Association.

Section 3. City Staff is hereby authorized to amend the Official Zoning Map to incorporate the amendment described herein.

ADOPTED by the City Council of the City of Le Sueur, Minnesota this 13th day of February 2023.

Shawn Kirby, Mayor

ATTEST:

Stacy Lawrence, City Clerk



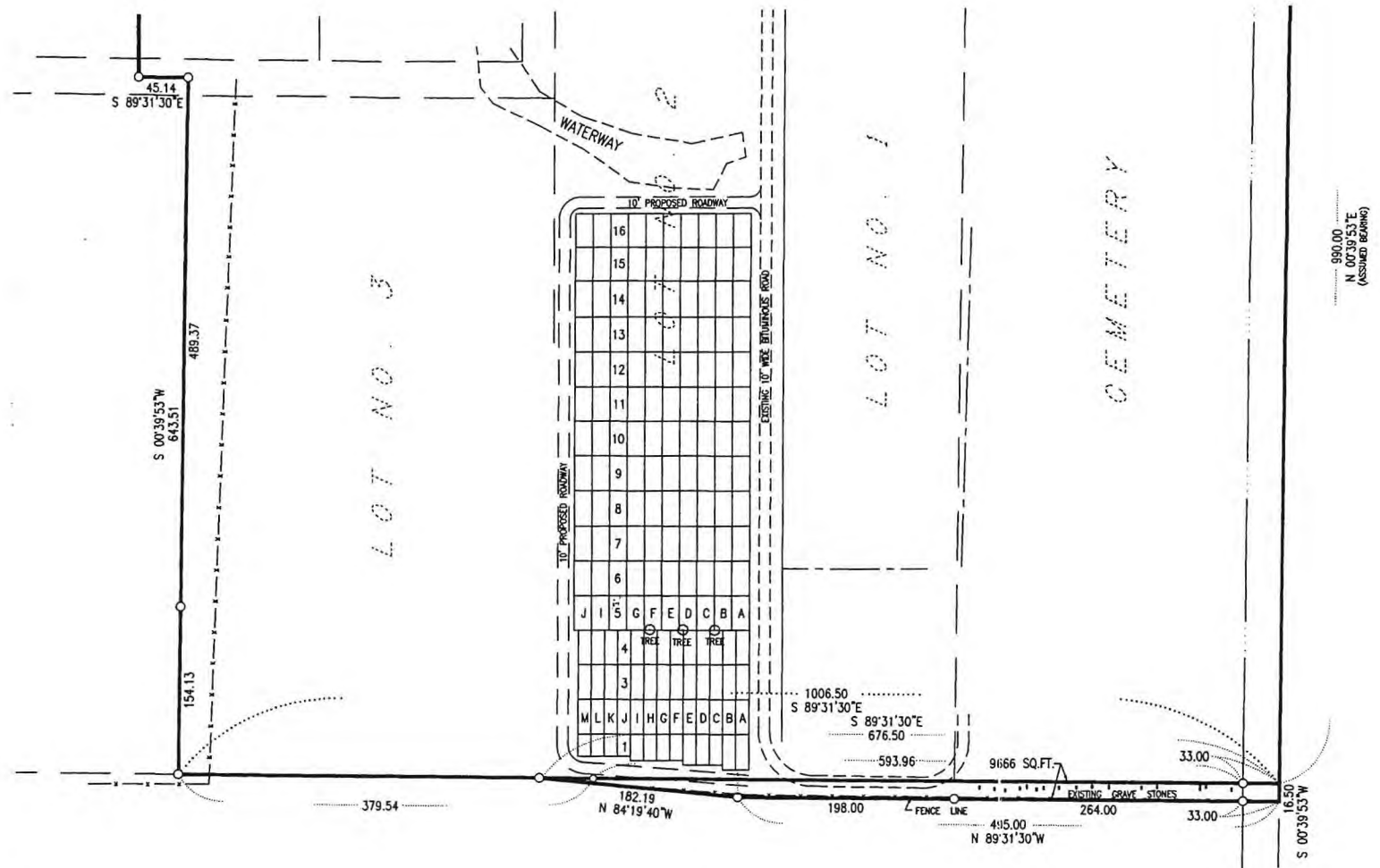
PUBLIC HEARING NOTICE

Notice is hereby given that the Le Sueur City Planning Commission will hold a public hearing on January 12, 2023 at 6:00pm at Le Sueur City Hall (203 South Second Street).

The purpose of the public hearing is to consider a rezoning of a portion of 500 Elmwood Avenue South from I-1, Light Industrial to Public to allow for it to be conveyed to the Le Sueur Mound Cemetery.

Any persons that desire to appear before the Planning Commission with reference to the proposed conditional use permit will be heard at this time. Additional information may be obtained by contacting the City of Le Sueur at (507) 665-6401.

Dated: December 23, 2022



990.00
N 00°39'53"E
(ASSUMED BEARING)

ADDITIONAL PROPERTY DESCRIPTION

That part of the Northeast Quarter of the Southeast Quarter of Section 2, Township 111 North Range 26 West, LeSueur County, Minnesota, described as:

Commencing at an iron pipe monument designating the East Quarter corner of Section 2; thence South 00 degrees 39 minutes 53 seconds West, (assumed bearing), along the east line of the Southeast Quarter of Section 2 a distance of 990.00 feet to the point of beginning; thence continuing South 00 degrees 39 minutes 53 seconds West, along said east line, 16.50 feet; thence North 89 degrees 31 minutes 30 seconds West, along a line parallel with the East - West centerline of Section 2 a distance of 495.00 feet; thence North 84 degrees 19 minutes 40 seconds West, 182.19 feet to a point on the south line of the North 990.00 feet of the Northeast Quarter of the Southeast Quarter of Section 2, the same being the south line of the Bonight Farm Plat, on file and of record with the LeSueur County Recorder; thence South 89 degrees 31 minutes 30 seconds East, along said south lines, 676.50 feet to the point of beginning.

Said parcel contains 9666 square feet, subject to an easement for Highway No. 112 purposes over and across the easterly boundary, ALSO subject to any other easements of record.

(Top 3 inches reserved for recording data)

M/D 1894 Miller/Davis Company - millerdavis.com

QUIT CLAIM DEED
Individual(s) to Business Entity

Minnesota Uniform Conveyancing Blanks
Form 10.3.2 (2013)

eCRV number: _____

DEED TAX DUE: \$ 1.65

DATE: November 10, 2022
(month/day/year)

FOR VALUABLE CONSIDERATION, Wendy King and Steven King, wife and husband

(insert name and marital status of each Grantor)

("Grantor"),

hereby conveys and quitclaims to Le Sueur Mound Cemetery Association

(insert name of Grantee)

a corporation _____ under the laws of Minnesota

("Grantee"),

real property in Le Sueur County, Minnesota, legally described as follows:

See attached Exhibit "A"

Total consideration for this transaction is \$3,000.00 or less.

This deed is being given to correct the boundary lines between the parties.

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: _____.)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

Wendy King
(signature)

Wendy King

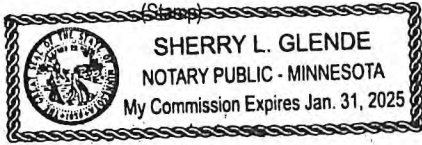
Steven King
(signature)

Steven King

State of Minnesota, County of Le Sueur

This instrument was acknowledged before me on 11-10-2022, by Wendy King and Steven King, wife and
husband
(month/day/year)

(insert name and marital status of each Grantor)



[Handwritten Signature]
(signature of notarial officer)

Title (and Rank): Notary

My commission expires: 1-31-25
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

John M. Skubitz (ID# 279419)
Anderson & Skubitz, PLLC
108 South Main Street
Le Sueur, MN 56058-
Phone: (507) 665-3349, Fax: (507) 665-6180

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:

(insert legal name and residential or business address of Grantee)
Le Sueur Mound Cemetery Association
c/o Wayne Swenson
101 Bridge Street
Le Sueur MN 56058

Exhibit "A"

That part of the Northeast Quarter of the Southeast Quarter of Section 2, Township 111 North Range 26 West, LeSueur County, Minnesota, described as:

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Said parcel contains 9666 square feet, subject to an easement for Highway No. 112 purposes over and across the easterly boundary, ALSO subject to any other easements of record.



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING MEMO

TO: Le Sueur Planning Commission

FROM: Nate Sparks

DATE: January 10, 2023

RE: Zoning Map Amendment / Lot Line Adjustment
Le Sueur Mound Cemetery Association

Background

The Le Sueur Mound Cemetery Association is seeking to acquire 9,666 square feet of property from 500 Elmwood Street South, owned by Seven & Wendy King. The intention of this acquisition is to correct the property boundaries between the two sites. The cemetery currently occupies this space that they are seeking to acquire. They would like a “lot line adjustment” to incorporate this additional property on to the cemetery parcel.

The King property is zoned I-1, Light Industrial and the cemetery is zoned P, Public/Institutional. In order to process this lot line adjustment, the City would need to concurrently process a rezoning of the portion of property that the cemetery seeks to acquire.

The property then would need to be adjoined to one of the cemetery parcels.

The properties will maintain consistency with the Zoning Ordinance after the land conveyance.

Recommendation

The Planning Commission must hold a public hearing and make a recommendation to the City Council on this request. The Zoning Ordinance has review criteria related to amendments. The Commission would need to base its recommendation on finding that the following criteria have or have not been met:

- 1) The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the city's comprehensive plan;
- 2) The proposed use is or will be compatible with present and future land uses of the area;
- 3) The proposed use conforms with all performance standards contained in this chapter;
- 4) The proposed use can be accommodated with existing public services and will not overburden the city's service capacity; and
- 5) Traffic generation by the proposed use is within capabilities of streets serving the property.

The issue at hand is largely a correction of a boundary issue. The rezoning is more of a procedural matter, as it assists in correcting this issue. However, it does appear to be consistent generally with the above criteria.

At minimum, the applicant will need to adjoin this newly acquired property to the easterly most cemetery property, as the cemetery currently consists of three parcels. The cemetery may elect to combine all the parcels, as well.

Requested Action

The Commission should hold a public hearing and make a recommendation on the request. Any recommendation of approval may be done with conditions. Recommended conditions are:

1. The applicant shall combine the portion of property being acquired with the existing cemetery parcel.
2. The rezoning will go into effect upon recording of the lot line adjustment.
3. Staff is hereby authorized to approve the administrative subdivision (lot line adjustment).

Attached:

Application Materials