



**LE SUEUR PLANNING COMMISSION
MEETING AGENDA**

March 9, 2023

6:30 P.M.

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – February 9, 2023
4. Public Hearings
 - 4.1 None
5. New Business
 - 5.1 Planned Unit Development Discussion – Northwest Associated Consultants
 - 5.2 Future of the City Forum Planning
6. City Council Report
7. Miscellaneous
8. Adjournment



LE SUEUR PLANNING COMMISSION
Meeting Minutes
February 9th, 2023, 6:00p

A regular meeting of the Le Sueur Planning Commission met at 6:00p on February 9, 2023.

Members Present: Dan Ryerson, Colleen Jay-Johnson, Terry Johnson, John Dieball, Newell Krogmann, Scott Schlueter (Council Liaison)

Members Absent: None

Other Attendees: Justin Nielsen, Joe Roby

1. Call to Order

1.1 Meeting called to order at 6:00pm

1.1.1 Motion to start meeting by Krogmann, seconded by Jay-Johnson

2. Approval of Agenda

2.1 Motion by Krogmann to approve the agenda as written, seconded by Johnson.

i. Voting in favor: Krogmann, Ryerson, Jay-Johnson, Johnson, Dieball

ii. Voting against: n/a

3. Approval of Minutes

3.1 Motion was made by Johnson, seconded by Dieball to amend Item 5.4 of the January 12th meeting minutes to clarify the planning commission members who were terminated as part of the new composition resolution. Existing members in 2022 were terminated and then reappointed to new terms for 2023, 2024, and 2025, respectively. January 12, 2023, meeting minutes approved with this correction.

i. Voting in favor: Krogmann, Ryerson, Jay-Johnson, Johnson, Dieball

ii. Voting against: n/a

4. Public Hearings

4.1 None

5. New Business

5.1 Amendment of the Planning Commission Policy and Procedures to change the start time of meetings from 6:00 pm to 6:30 pm.

Motion was made by Krogmann to table the review of policies to allow for all planning commission members to have time to review these policies but to move forward with the new start time amendment to the Planning Commission Policy and Procedures Manual to reflect the recent change to a 6:30 meeting start time, seconded by Jay-Johnson.

Voting in favor: Krogmann, Ryerson, Jay-Johnson, Johnson, Dieball

Voting against: n/a

5.2 Updated Planning Commission Website

Discussion was had regarding the newly updated Planning Commission webpage. Items to update include listing Dan as Chair and Newell as vice chair on the website. Additionally, it was noted that placing a sidebar with relevant links for the 2040 comp plan, downtown master plan, city code, etc. would be helpful. This would allow all related links to be found in one convenient place.

5.3 New Planning Commission Member Binders

City staff created binders for new Planning Commission members. These binders include a Planning Commission Manual compiled of a current member directory, Planning Commission Policies and Procedures, Rosenberg's Rules of Order, City of Le Sueur Planning Commission Establishment, and Le Sueur City Code Title XV: Land Usage, as well as a manual containing the 2040 Comp Plan and Downtown Master Plan.

5.4 Future of the City Forum Planning.

Discussion around planning for the Future of the City Forum. For the next meeting we need to lock down a date, venue, and survey questions as well as the format for the event.

- 5.4.1 Secure venue – Justin to check with the High School
- 5.4.2 Modify survey questions to eliminate the tax and utility bill questions.
 - 5.4.2.1 Add questions for youth members of the community.
- 5.4.3 We should try to keep as many of the same questions from last year's survey so we can compare responses.
- 5.4.4 Dan and Newell will meet with Justin to discuss questions for the survey Do we want to separate into discussion groups? Different groups consisted of City employees, School employees, business owners. Breakout tables with Chamber and EDA sitting together for example.

5.5 Planned Unit Development Discussion

Discussion was had regarding Planned Unit Development. Members should study code section 153.027 for PUD Information prior to next month's meeting. Staff has representatives from NAC scheduled to do some more in depth training on PUD's for next month's meeting.

6. City Council Report

- 6.1 The City Council voted to disband the police reserves and implemented overnight parking restrictions for certain areas of downtown. Region 9 is meeting with the Council soon. The Coalition of MN cities was up at the capital, some of their concerns dealt with continuing to get local government aid. The local and statewide tax base has flipped from businesses to residents resulting in financial pain for many residents in our area. LS county officials meeting, Scott spoke to them to let them know that the PC would be interested in joining them for training if relevant.

7. Miscellaneous

7.1 Justin to provide a list of what the Planning Commission acted on last year for variances and CUP as well as any information available regarding a work plan from 2022.

a. Adjourn

Motion by Krogmann, seconded by Dieball, to adjourn meeting.

i. Voting in favor: Krogmann, Ryerson, Jay-Johnson, Johnson, Dieball

ii. Voting against: n/a

Meeting adjourned at 7:05 pm

Respectfully submitted,

Justin Nielsen, Zoning Administrator



CITY OF LE SUEUR
REQUEST FOR PLANNING COMMISSION

TO: Le Sueur Planning Commission
FROM: Justin Nielsen, Zoning Administrator
SUBJECT: Discussion on Planned Unit Developments
DATE: For the Planning Commission Meeting of Thursday, March 9th, 2023

PURPOSE/ACTION REQUESTED

Continue to discuss the purpose of and the application process of Planned Unit Developments.

SUMMARY

Representatives from Northwest Associated Consultants will be providing a broad overview of Planned Unit Developments, specifically the role of the Planning Commission in this process. Members of the Planning Commission should have a clear understanding of the purpose of PUD's and the process for reviewing and approving them.

RECOMMENDATION/OPTIONS

No formal action required.



CITY OF LE SUEUR
REQUEST FOR PLANNING COMMISSION

TO: Le Sueur Planning Commission
FROM: Justin Nielsen, Zoning Administrator
SUBJECT: Future of the City Forum Planning Discussion
DATE: For the Planning Commission Meeting of Thursday, March 9th, 2023

PURPOSE/ACTION REQUESTED

Continue the discussion around planning for the 2023 Future of the City Forum.

SUMMARY

As the Planning Commission continues to plan for the 2023 Future of the City Forum, there are a few key dates to keep in mind:

- **Q1 of 2023** – Planning for the Future of the City Forum will begin. Discussion should include:
 - Venue location – LSH High School Auditorium and Commons Area
 - The community survey questions.
 - Survey distribution, ex. social media, City Newsletter, Newspaper, etc.
 - Presentations
 - Breakout sessions
- **Q2 of 2023** – Solidify the plan for the 2023 FOTCF. All City of Le Sueur Boards and Commissions, City Council, local service organizations, the Le Sueur Chamber of Commerce, churches, the Le Sueur-Henderson School Board, and any other applicable groups will be invited. The forum will consist of three core areas:
 - Survey Results Presentation
 - Opportunity for Public Comment
 - Future City Planning Activities Related to the Survey Results
- **Q3 of 2022** – Future of the City Forum takes place and survey is available for completion by the public.
- **Q4 of 2023** – The Planning Commission should evaluate the results of the 2023 FOTCF and start to formulate a plan for the 2024 FOTCF.

The Planning Commission should take time during this agenda item to refine any details related to the content of the forum, invite list, and timing of the forum.

RECOMMENDATION/OPTIONS

This agenda item requires no formal action, but direction given to Chair Ryerson and City Staff related to future events.