

**CITY OF SAINT PETER  
OFFICIAL PROCEEDINGS – REGULAR MEETING  
MINUTES OF THE PLANNING AND ZONING COMMISSION  
June 1, 2023**

The June 1, 2023 meeting of the Saint Peter Planning and Zoning Commission was called to order at 5:30 pm by Chairperson Andy Davis.

Commission members Davis, Brad DeVos, Mark Plotz, Ben Griffith, and Scott Zarn were in attendance. Member Ben Ranft was absent. There is currently one vacancy on the Commission. City staff present was Community Development Director Ben Baker. Visitors present included David Kerr, owner of the property located at 1601 & 1505 Old Minnesota Avenue and Nate Myrha, Survey Project Manager for Bolton & Menk.

**Approval of Agenda**

Community Development Director Baker added item C. Petition For Alley Vacation, under New Business. A motion was made by DeVos, seconded by Zarn to approve the agenda as amended. With all members voting aye, the motion carried.

**Approval of Minutes**

A motion was made by Zarn, seconded by Griffith to approve the minutes of the April 6, 2023 meeting. With all members voting aye, the minutes were approved as presented.

**Public Hearing: Kerr Addition – Preliminary and Final Plat**

Baker provided a staff report regarding David and Judy Kerr's request to subdivide their parcel of property on Old Minnesota Avenue (19.705.0290), into two (2) commercial lots.

He explained that the subject property contains two main buildings and associated parking lots. He indicated that the northwest side of the property contains the former Media Com building (1601 Old Minnesota Avenue) and the southeast side, the former Kentucky Fried Chicken building (1505 Old Minnesota Avenue). Baker noted that both existing principal buildings on the subject property are currently served by separate public sewer/water services.

Baker also added that the property is zoned in both the C-4 (Highway Service Commercial) and GO (Gateway Overlay) districts.

Baker stated that the Preliminary and Final Plats show that Lot 1 would consist of 22,762 square feet and Lot 2 would consist of 43,351 square feet.

Baker noted that public hearing notices were sent to property owners within 350' of the subject property.

Davis opened the public hearing at 5:39 pm.

Myrha stated that the request is a simple lot split.

Myrha mentioned that the plat depicts a north/south alley as already being vacated on the property. He stated that neither Nicollet County or the City have an official record of the vacation. He stated that the property owners have petitioned to have the 20' alley vacated.

Davis closed the public hearing at 5:41 pm.

### **Consider Approval of Kerr Addition – Preliminary Plat**

A motion was made by DeVos, seconded by Griffith to introduce Resolution No. 2023-07 entitled, “KERR ADDITION – PRELIMINARY PLAT CITY OF SAINT PETER”. With all members voting aye, the Resolution was passed and adopted.

### **Consider Approval of Kerr Addition – Final Plat**

A motion was made by DeVos, seconded by Plotz to introduce Resolution No. 2023-08 entitled, “KERR ADDITION – FINAL PLAT CITY OF SAINT PETER”. With all members voting aye, the Resolution was passed and adopted.

### **Petition of Alley Vacation**

Baker stated that Kerr’s have petitioned for the vacation of a twenty-foot (20’) alley on their properties located at 1505 and 1601 Old Minnesota Avenue. As stated by Myrha, Nicollet County and the City have no records of the alley ever being vacated.

Baker explained that in order to vacate the alley, a public hearing must be held. He stated that the public hearing notice will be published in the St. Peter Herald, mailed to property owners within 350’, as well as mailed notice to area utility companies. Baker said that the City Council will hold the public hearing at their June 23, 2023 meeting.

A motion was made by Zarn, seconded by Griffith to recommend to the City Council, approval of the vacation of the twenty-foot (20’) alley located on the property known as 1601 and 1505 Old Minnesota Avenue. With all members voting aye, the motion carried.

### **Reports**

Baker provided updates on the following projects:

**Hwy 169/22/99 Project** – The Hwy 22 project is projected to last the entire summer.

**Rising Sun Chiropractic** – The Conditional Use Permit process is underway for the Rising Sun Chiropractic addition.

**101 South Minnesota** – Windows that were previously approved by the HPC are being installed. The owner of the property is considering an expansion on the south side of the building.

**Parks Board** – Is in the process of reviewing the park plan for Hallett Park.

**Parks Master Plan** – Public Works and I & S Engineers are working on the Parks Master Plan. They are seeking public input and have placed a sign in each park with a “QRL” code that will connect people to the parks survey.

**Roundabout (St. Julien & Old Minnesota Avenue)** – Utility relocation is currently underway. Federal funds are helping fund the project.

**Traverse Green Apartments** – The second apartment building is nearing completion. Approximately 75% of the units have been leased.

**361<sup>st</sup> Avenue** - Road and trail construction has started on 361<sup>st</sup> Avenue.

**New Fire Station** – The new fire station should be completed in July/August. Open house is being held the 2<sup>nd</sup> week in October.

**Park Row Project** – The Park Row Street, street reconstruction and curb and gutter replacement has begun. Pine Street is projected to be completed in 2024.

**Adjournment**

With no further business, a motion was made by Griffith, seconded by Zarn to adjourn. All members voting aye, the meeting adjourned at 6:06 pm.