

Dassel, MN

# Planning & Zoning Commission

Minutes

Monday, July 7, 2025 at 6:00 pm

## 1. Call to Order

### Minutes:

Meeting called to order by Chair Sexton at 6:01 pm.

## 2. Roll Call

Members Corbin, Landrus, Nelson, Sexton, Suchy

### Minutes:

Members present: Nelson, Landrus, Suchy and Chair Sexton. Members absent: Corbin. June 16, 2025 City Council appointed Al Suchy to the Planning Commission with term 2025 to December 31, 2026.

Others present:

Roger & Sandi Toft 139 Highland Circle Geri Nyman 137 Highland Circle Janice Pederson 127 Highland Circle Donna Mattson 129 Highland Circle Mary Ann Krol 125 Highland Circle Deb Suchy 22257 730th Ave

## 3. Approval of Minutes - June 9, 2025

### Minutes:

Motion by Sexton, seconded by Landrus to approve the minutes as presented. Motion carried.

## 4. Public Hearings - Amendment to Planned Unit Development - Highland Circle Block 5 lots 1-4 & 25-28

### Minutes:

Chair Sexton opened the Public Hearing at 6:03 pm Residents of Highland Circle Roger & Sandi Toft, Mary Ann Krol, Geri Nyman and Donna Mattson all spoke on issues irrelevant to what was on the agenda including parking, what would be developed in the center and facade of future structures.

Sarah Swedburg, City Planner reviewed the proposed Amendment stating The Applicants seek to amend the PUD to allow single family structures on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows. The proposed property line adjustment is to accommodate the full building envelope of each single-family structure, the Applicants have also submitted a lot line adjustment to enlarge Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows (see attached lot line adjustment survey for full detail). This lot line adjustment creates lots approximately 38' wide by 85.41-90' long. This lot line adjustment does not change the number of units that would be developed in this area.

Chair Sexton closed the Public Hearing at 6:47 pm.

## 5. Additions or Omissions to Agenda

## 6. Business Items

- a. Motion to approve the PUD Amendment and Lot Line Adjustment for

**Highland Circle Block 5 Lots 1-4 & 25-28 and recommend to the City Council.**

**Minutes:**

Motion by Sexton, seconded by Landrus to approve the request for single-family structures with 3' side yard setbacks on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows should be subject to the following conditions: 1. The requested lot line adjustment by the same applicants is approved by Planning Commission. 2. The requested easement vacation by the same applicants is approved by City Council. 3. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of City Council approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit. 4. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed. 5. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction. Motion carried.

Motion by Sexton, seconded by A. Suchy to approve the lot line adjustment as presented in the attached Certificate of Survey with the following conditions: 1. The requested PUD amendment by the same applicants is approved by Planning Commission and City Council prior to recording. 2. The requested easement vacation by the same applicants is approved by the City Council. 3. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of Planning Commission approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit. 4. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed. 5. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction. Motion carried

**b. Discuss Board members terms of appointment.**

**Minutes:**

Motion by Sexton, seconded by Nelson to approve the extension of the following appointments. Al Sexton term expires 12/31/2026 Isaac Nelson term expires 12/31/2027 Motion carried.

Administrator Eckerly will reach out to Corbin to discuss the extension of his appointment.

**7. Adjourn**

**Minutes:**

Motion by Sexton, seconded Nelson to adjourn the meeting at 7:08 pm. Motion carried.