The following members were present:
Paul Rynearson, Dan Jones, Dave Richards, Mark Sanderson, Jamie Christensen, Josh Siebert

Others present:
City Administrator, Taylor Gronau;

The meeting was called to order by Chair Rynearson at 6:30 p.m.

Commissioner Jones moved and Commissioner Sanderson seconded the motion to approve the December 2, 2019 Planning and Zoning Commission Meeting Minutes. The following vote was had and taken,

Ayes: Rynearson, Jones, Richards, Sanderson, Christensen, Siebert
Nays: None

Motion carried.

Commissioner Jones moved and Commissioner Sanderson seconded the motion to elect Paul Rynearson as the 2020 Planning and Zoning Commission Chair. The following vote was had and taken,

Ayes: Rynearson, Jones, Richards, Sanderson, Christensen, Siebert
Nays: None

Motion carried.

Commissioner Richards moved and Commissioner Rynearson seconded the motion to elect Todd Wiens as the 2020 Planning and Zoning Commission Vice Chair. The following vote was had and taken,

Ayes: Rynearson, Jones, Richards, Sanderson, Christensen, Siebert
Nays: None

Motion carried.

Commissioner Sanderson moved and Commissioner Richards seconded the motion to elect Dan Jones as the 2020 Planning and Zoning Commission Secretary. The following vote was had and taken,

Ayes: Rynearson, Jones, Richards, Sanderson, Christensen, Siebert
Nays: None

Motion carried.
The following building permits were issued and reviewed in 2019:

1. PAUL DAVID & KARI  
   RESIDE  
   PAUL DAVID & KARI  
   616 W NATHAN

2. FANNIE MAE  
   REMODEL  
   FANNIE MAE  
   603 S HUNT STREET

3. HARTMAN MARTHA  
   WINDOW  
   HARTMAN MARTHA  
   322 S MAIN

4. FANNIE MAE  
   REPLACE LEAKS  
   KNAMKUHS  
   603 S HUNT STREET

5. DAVID/SAMANTHA  
   WATER HEATER  
   231 E SHEPARD

6. BODE BRETT  
   MECHANICAL/AC  
   215 LORRAINE LANE

7. QUADE TINA  
   REMODEL  
   404 S OAKLAND

8. HUTCHENS ALAN  
   FURNANCE  
   202 N HUNT

9. LOPEZ ANDREW  
   REMODEL  
   754 E HUMPHREY

10. NEAGLE ALICE  
    WATER HEATER  
    601 515TH AVE S.

11. COLLIS NOEL  
    DEMO  
    411 N MAIN STREET

12. COLLIS NOEL  
    DEMO  
    422 N LINCOLN

13. CHAUSSEE WAYNE  
    FURNANCE  
    310 SILVER STREET

14. EDWARDS SHERRIE  
    FURNANCE  
    411 S MAIN STREET

15. SMITH LUKAS  
    FURNACE  
    3 JAYMAR

16. WILLIAMS MARY  
    FURNANCE  
    774 PRINCE ST

17. VAN NOTE CRYSTAL  
    FURNANCE  
    410 W BERT

18. ROOS TAMMY  
    AC  
    542 S HUNT

19. THOEN MARY  
    REMODEL  
    522 E HUMPHREY

20. POWELL ELI  
    NEW HOME-SINGLE FAMILY  
    1001 LAKEVIEW RD

21. GM CONTRACTING  
    REROOF  
    19814 515TH AVE

22. ALM ZAC  
    AC/FURNANCE  
    502 S MAIN

23. KLINKNER LYLE  
    WINDOW  
    12 COLWYN WAY

24. SNOW JAMIE  
    RESIDE  
    121 WESTERN AVE

25. PAT AND SUSAN GENGLE  
    SHED  
    1200 CRYSTAL LAKE CT

26. BC PROPERTIES  
    WATER HEATER /AC/ FURNANCE  
    512 S ANNA

27. BC PROPERTIES  
    WINDOW  
    512 S ANNA STREET

28. ATTRINGER GARY  
    ADDITION  
    133 CHARLOTTE DRIVE

29. DOSTAL BILL  
    REMOVE ASPHALT REPLACE CONCRETE  
    602 E PRINCE

30. DAILEY AARON/JESSICA  
    NEW HOME-SINGLE FAMILY  
    806 LAKEVIEW ROAD

31. OLSON JEFF  
    PUTTING PICKETS ON EXISTING FENCE/MOVING BACK WEST SIDE  
    380 BERT STREET

32. RAYGAR ERICK  
    3 DOORS  
    752 E HUMPHREY

33. ASPELUND TERRI  
    RESIDE  
    412 N LINCOLN

34. WAKEFIELD OLSON ALLEN  
    FENCE - 6 FEET TALL  
    522 E HUMPHREY

35. ALMS ZAC  
    OTHER - DEMO OLD CONCRETE  
    311 E WATONWAN

36. CHESNEY TERRY  
    AC/FURNANCE  
    151 S HUNT

37. SPENCER JAY  
    CONCRETE PATIO 30X20  
    211 LACLAIRE

38. ALTRICH DON  
    AC/FURNACE  
    231 N CRYSTAL

39. GRAHAM JACKIE  
    AC/FURNACE  
    412 E BLUE EARTH

40. ALMS ZAC  
    5X60 NEW CONCRETE SIDEWALK  
    101 N LINCOLN

41. BROWN STEVE & DEB  
    STORAGE SHED  
    321 S MURPHY

42. HULS RALPH  
    REPLACE WINDOWS  
    30 CATHERINE LN

43. NORTON WILLARD  
    REROOF  
    321 S CRYSTAL

44. DEOPERE FRIDDA  
    WATER HEATER  
    1 JAYMAR

45. KARELS SANDRA  
    NEW DECK  
    757 E PRINCE STREET

46. BLEKESTAD LIZ  
    REROOF  
    331 S LINCOLN

47. BARTZ JERRY  
    A/C  
    796 EAST PRINCE ST

48. VAN RAALE COREY  
    WATER HEATER  
    229 LACLAIRE ST

49. BRANDENBURG LARRY  
    RESIDE  
    16 COLWYN WAY
<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Project</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>50</td>
<td>GOETTL TED</td>
<td>NEW HOME-SINGLE FAMILY</td>
<td>904 LAKEVIEW CT</td>
</tr>
<tr>
<td>51</td>
<td>SWEEDBERG DON</td>
<td>NEW CONCRETE SIDEWALK</td>
<td>202 W HUMPHREY</td>
</tr>
<tr>
<td>52</td>
<td>COLLINS TERROL</td>
<td>REROOF</td>
<td>431 W HUMPHREY</td>
</tr>
<tr>
<td>53</td>
<td>COLLINS TERROL</td>
<td>REROOF</td>
<td>431 W HUMPHREY</td>
</tr>
<tr>
<td>54</td>
<td>TIEGEN ANDY</td>
<td>WATER HEATER</td>
<td>532 S ANNA AVE</td>
</tr>
<tr>
<td>55</td>
<td>GANEGLOFF MATT</td>
<td>SHED</td>
<td>140 CHARLOTTE DR</td>
</tr>
<tr>
<td>56</td>
<td>MCLOED ANDREW</td>
<td>SHED</td>
<td>511 E HUMPHREY</td>
</tr>
<tr>
<td>57</td>
<td>BLANK JOY</td>
<td>REROOF</td>
<td>132 S CRYSTAL</td>
</tr>
<tr>
<td>58</td>
<td>KARELS ETHAN</td>
<td>ADDITION - DECK</td>
<td>765 E PRINCE</td>
</tr>
<tr>
<td>59</td>
<td>UHRICH PATRICIA</td>
<td>REMODEL</td>
<td>301 E BLUE EARTH</td>
</tr>
<tr>
<td>60</td>
<td>MCDONALD BRIAN</td>
<td>REMODEL</td>
<td>251 N HUNT</td>
</tr>
<tr>
<td>61</td>
<td>RAMERTH ALEX</td>
<td>ADDITION</td>
<td>421 E ROBINSON</td>
</tr>
<tr>
<td>62</td>
<td>HESSER PEGGY</td>
<td>RESIDE</td>
<td>132 N MURPHY</td>
</tr>
<tr>
<td>63</td>
<td>BARNICK DOROTHY</td>
<td>SHED ROOF REPAIRS</td>
<td>201 LACLAIRE ST</td>
</tr>
<tr>
<td>64</td>
<td>KROUBETZ PAUL</td>
<td>REMODEL</td>
<td>812 LAKEVIEW</td>
</tr>
<tr>
<td>65</td>
<td>BARTLET AARON</td>
<td>MUDD JACKING STEPS, GUTTERS</td>
<td>321 S LINCOLN</td>
</tr>
<tr>
<td>66</td>
<td>ALTRINGER GARY</td>
<td>ADDING SIDEWALK ALONG GARAGE</td>
<td>133 CHARLOTTE DR</td>
</tr>
<tr>
<td>67</td>
<td>HYTJEN RANDY &amp; SUE</td>
<td>FRONT STEPS</td>
<td>112 S OAKLAND</td>
</tr>
<tr>
<td>68</td>
<td>SAINZ TRISH</td>
<td>REPAIR - DRAIN TILE SUMP PUMP</td>
<td>332 W SHEPARD ST</td>
</tr>
<tr>
<td>69</td>
<td>MOLINE MATT</td>
<td>FURNACE/AC</td>
<td>756 E BLUE EARTH</td>
</tr>
<tr>
<td>70</td>
<td>GOETTL TED / KUZNIA</td>
<td>NEW MULTI-FAMILY-3 UNITS</td>
<td>504 W BERT ST. UNITS 1,2,3</td>
</tr>
<tr>
<td>71</td>
<td>HYTJEN RANDY &amp; SUE</td>
<td>AC</td>
<td>112 S OAKLAND</td>
</tr>
<tr>
<td>72</td>
<td>HOCKERT DYLAN</td>
<td>WINDOW</td>
<td>421 W ROBINSON</td>
</tr>
<tr>
<td>73</td>
<td>HOEHN PHIL</td>
<td>WINDOW</td>
<td>501 S HUNT</td>
</tr>
<tr>
<td>74</td>
<td>HOTHZLER DEB</td>
<td>REROOF</td>
<td>411 W ROBINSON</td>
</tr>
<tr>
<td>75</td>
<td>HOTHZLER DEB</td>
<td>WINDOW</td>
<td>411 W ROBINSON</td>
</tr>
<tr>
<td>76</td>
<td>PALMER ROBERT</td>
<td>NEW GARAGE</td>
<td>332 W SHEPARD</td>
</tr>
<tr>
<td>77</td>
<td>SCRUGGS BEN</td>
<td>REROOF</td>
<td>111 N CRYSTAL</td>
</tr>
<tr>
<td>78</td>
<td>NICKELS JAMES</td>
<td>AC/FURNACE</td>
<td>31 CATHERINE LN</td>
</tr>
<tr>
<td>79</td>
<td>MCLEOD ANDREW</td>
<td>PAVER PATIO</td>
<td>511 E HUMPHREY</td>
</tr>
<tr>
<td>80</td>
<td>GARBERS MANDY</td>
<td>PRIVACY FENCE</td>
<td>401 N MAIN</td>
</tr>
<tr>
<td>81</td>
<td>HOOSLINE TOM &amp; VICKIE</td>
<td>PRIVACY FENCE</td>
<td>541 S MAIN STREET</td>
</tr>
<tr>
<td>82</td>
<td>HANSON DANIEL</td>
<td>AC &amp; FURNACE</td>
<td>100 HOWARD ST</td>
</tr>
<tr>
<td>83</td>
<td>LILLY PROPERTIES</td>
<td>RESIDE</td>
<td>211 E PRINCE</td>
</tr>
<tr>
<td>84</td>
<td>HEINECK GWN</td>
<td>REROOF</td>
<td>217 LORRAINE LN</td>
</tr>
<tr>
<td>85</td>
<td>HENDRICKS AARON</td>
<td>SHED</td>
<td>202 N LOGAN ST</td>
</tr>
<tr>
<td>86</td>
<td>ZIEGLER TONY AND</td>
<td>CONCRETE SLAB</td>
<td>107 LORRAINE DRIVE</td>
</tr>
<tr>
<td>87</td>
<td>WALTERMAN ROXANNE</td>
<td>WATER HEATER</td>
<td>318 SILVER ST</td>
</tr>
<tr>
<td>88</td>
<td>KROUBETZ KIM &amp; PAUL</td>
<td>DECK</td>
<td>812 LAKEVIEW RD</td>
</tr>
<tr>
<td>89</td>
<td>LILLY JENNIFER</td>
<td>REROOF</td>
<td>483 W WATANWAN</td>
</tr>
<tr>
<td>90</td>
<td>HOCKERT DYLAN</td>
<td>DRIVEWAY</td>
<td>421 W ROBINSON ST</td>
</tr>
<tr>
<td>91</td>
<td>WOLTERS DALE</td>
<td>WINDOW</td>
<td>102 S MAIN STREET</td>
</tr>
<tr>
<td>92</td>
<td>BLYTHE SUSAN</td>
<td>WATER HEATER</td>
<td>101 W SHEPARD STREET</td>
</tr>
<tr>
<td>93</td>
<td>CARMODY REBECCA</td>
<td>STORAGE/GARDEN SHED</td>
<td>272 N HUNT STREET</td>
</tr>
<tr>
<td>94</td>
<td>BECKERODY REBECCA</td>
<td>REMODEL</td>
<td>400 WEST BERT STREET</td>
</tr>
<tr>
<td>95</td>
<td>ZUMWALT JENNIFER</td>
<td>REROOF</td>
<td>112 N LILLY</td>
</tr>
<tr>
<td>96</td>
<td>LARSON RON</td>
<td>REROOF</td>
<td>101 WESTERN AVE</td>
</tr>
</tbody>
</table>
Administrator Gronau presented an ordinance regulating portable temporary storage units. The ordinance prohibits the use of portable temporary storage units, including cargo containers, portable on demand storage units, and semi-trailers, as permanent storage structures in any residential zoning district, B-1 Limited Business District or B-2 General Business District. Portable temporary storage units being used for relocation and improvement projects are permitted in these zoning districts subject to the following conditions:
The portable temporary storage unit is enclosed and secure.

The portable temporary storage unit is in a condition free from rust, peeling paint, and other forms of visible deterioration.

The portable temporary storage unit is located on a property for no more than 30 consecutive days in one calendar year, unless there is an active building permit in place for the property, in which case the portable temporary storage unit may be located on the property for no more than 90 consecutive days.

The portable temporary storage unit is located on a driveway or hard surface area in the front yard, must be setback a minimum of 15 feet from the public street curb and five feet from a private street curb, and five feet from side property lines, and may not intrude on sidewalks.

Discussion followed. Commissioners requested a checkbox be added to building permit applications that would ask applicants to identify whether a portable temporary storage unit will be located on site during the duration of the construction project.

Commissioner Richards moved and Commissioner Christensen seconded the motion to recommend approval of the ordinance to the City Council. The following vote was had and taken,

Ayes: Rynearson, Jones, Richards, Sanderson, Christensen, Siebert
Nays: None

Motion carried.

Administrator Gronau reported the following:

1. The next regular meeting will be held on Monday, February 4, 2020 at 6:30 p.m.

There being no further business the meeting was adjourned at 6:54 p.m.

Dan Jones
Secretary