

**City of Rock Creek
Planning
Commission
Approved Minutes
April 21, 2025**

Chair Curt Kubesh called the Planning Commission meeting to order at 7:00 PM with the Pledge of Allegiance.

Members present: Curt Kubesh, Chad Pasch, Josh Froelich, Dillon Barton and Nancy Rys.

Members Absent: Donnie Peterman III and Oliver Rauschnot.

Others present: City Sewer Inspector Amy Thompson, Mike and Wendy Annerl, Steven and Brittany Nowling and interested citizens.

Approval of Minutes: Chad Pasch motioned seconded by Dillon Barton approval of the March 17, 2025 minutes. Motion carried all ayes.

Public Hearing: Conditional Use Permit CUP-25-001/Mike & Wendy Annerl, Transmission Repair Facility (White Pine Transmission).

The notice of Public hearing was read, no letters or phone calls received.

Chair Curt Kubesh called the Public Hearing to Order at 7:03PM: With no testimony given the public hearing was closed.

Josh Froelich motioned, seconded by Dillon Barton to recommend City Council approval of Conditional Use Permit CUP-25-001 for Mike and Wendy Annerl on parcel R43.0355.002 allowing the operation of a transmission repair facility (White Pine Transmission) with the following conditions:

1. Copy of Insurance must be submitted to the City on an annual basis.
2. On site parking shall meet the need for any additional parking generated by the business. No on street parking.
3. All laws, rules and regulations shall be complied with and all necessary permits obtained.
4. Any sign shall not exceed thirty-two (32) square feet in size and must be on the private property of the business owner only and meet all the other requirements of the zoning ordinance section 1000.23 Signs.
5. Hours of operation; Monday – Friday 7AM to 4Pm.
6. The business cannot commence until all insurance and licenses have been applied for, approved and all required copies have been received in the city office.
7. The conditional use permit shall be reviewed on an annual basis, at which time conditions to protect the integrity of the neighborhood or health and safety maybe added.

Motion passed with all ayes.

**City of Rock Creek
Planning Commission
Unapproved Minutes
April 21, 2025**

Public Hearing: Interim Use Permit IUP-25-001\Steven Nowling, Gunsmithing Business.

The notice of Public hearing was read, no letters or phone calls received.

Chair Curt Kubesh called the Public Hearing to Order at 7:16PM:

Brock Bowman: I live just south of where Steven lives. From the traffic impact, I am the one that would be affected the most and I have no issues with this whatsoever. I just wanted to make that really clear. My wife and I have discussed this and we have no issues.

Don Burger: This use appears to be a good fit for the R-1 zoning district and neighborhood when complying with subdivisions 5 and 6 (p. Z-99 & 100).

With no further testimony, the public hearing was closed.

Josh Froelich motioned, seconded by Chad Pasch to recommend City Council approval of Interim Use Permit IUP-25-001 for Steven Nowling on parcel R43.5196.000 allowing the operation of a gunsmithing Business out of his attached garage with the following conditions:

1. A Copy of Insurance Certificate must be submitted to the City on an annual basis.
2. A Copy of the Federal Firearms License (FFL - renewed every three years) must be submitted to the City.
3. All firearms in the location of the business shall be securely and safely stored.
4. On site parking shall meet the need for any additional parking generated by the business. No on street parking.
5. All laws, rules and regulations shall be complied with and all necessary permits obtained.
6. Any sign shall not exceed thirty-two (32) square feet in size and must be on the private property of the business owner only and meet all the other requirements of the zoning ordinance section 1000.23 Signs.
7. Firearms shall not be discharged on the property in the course of the business.
8. Hours of operation are by appointment only.
9. The business cannot commence until all insurance and licenses have been applied for, approved and all required copies have been received in the City Office.
10. The interim use permit shall be reviewed on an annual basis, at which time conditions to protect the integrity of the neighborhood or health and safety maybe added.

Motion passed with all ayes.

Old Business:

Discussion on a variance worksheet, it would be a helpful tool when reviewing an application for a variance.

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Section 1000.27: Variances. Subd. 3 Criteria for Approval.

- 3.01.01** They are in harmony with the general purposes and intent of this Ordinance; and
- 3.01.02** The variances are consistent with the comprehensive plan.
- 3.02** Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with this Ordinance. Practical difficulties, as used in connection with the granting of a variance means that:
- 3.02.01** The property owner proposes to use the property in a reasonable manner not permitted by this Ordinance.
- 3.02.02** The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
- 3.02.03** The variance, if granted, will not alter the essential character of the locality.
- 3.03** Economic considerations alone do not constitute practical difficulties.
- 3.04** A variance will not be permitted for any use that is not allowed under this Ordinance for property in the zone where the affected person's land is located.
- 3.05** The Board may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

Planning Commission members agreed to have Office Staff create a worksheet for future use.

New Business:

Discussion on changing the start time of the meetings as the City Council has changed their meeting start time to 6PM.

Chad Pasch motioned seconded by Dillon Barton to change the start time of the Planning Commission meetings from 7PM to 6PM. Motion carried all ayes.

City Council Notes:

Council would like the planning commission to re-evaluating the requirement in Ordinance #2014-59 Subsurface Sewage Treatment Systems, Subd. 5.02.01 B; *All septic tanks shall be compartmentalized or the system shall require two septic tanks in series.*

After discussion and considering the three letters received regarding the requirement, the Planning Commission members were in agreement of the recommendation that City Council leave the SSTS Ordinance as is.

Adjourn:

Dillon Barton motioned seconded by Chad Pasch to adjourn at 7:39PM. Motion passed with all ayes.

Sandra Pangerl, City Administrator