



PLANNING COMMISSION MEETING AGENDA
TUESDAY APRIL 21, 2026

7:30 PM REGULAR MEETING

1. Call to Order
2. Roll Call
3. Annual Election of Commission Chair and Vice Chair/Alternate Discussion.
4. Approval of Minutes:
 - a. January 20, 2026, Planning Commission Meeting Minutes.
 - b. April 7, 2026, City Council Meeting Minutes (For Information Only).
5. **PUBLIC HEARING** – Scott Hohag (Applicant/Owner) requests that the City consider the following action for the property located at 6288 Drake Drive, Independence, MN (PID No. 26-118-24-32-0003):
 - a. A conditional use permit (CUP) to allow a detached Accessory Dwelling Unit (ADU) to be located on the subject property.
6. Open/Misc.
7. Adjourn.



Appointed Officials Terms

Planning Commission: (3-year term)

Robert Gardner:	term - Jan. 1, 2025 - Dec. 31, 2027	(Began 1992)
Hal Tearse:	term - Jan. 1, 2025 - Dec. 31, 2027	(Began 2022 – took over for Tom P.)
Steve Thompson:	term - Jan. 1, 2025 - Dec. 31, 2027	(Began June 2013)
Leith Dumas	term - Jan. 1, 2020 - Dec. 31, 2028	(Began 2017)
Anita Volkenant:	term - Jan. 1, 2021- Dec. 31, 2028	(Began 2019)
Jon-Paul Story, Alternate	term - Aug 8, 2025 - Dec. 31, 2027	(Began 8/10/2021)
Timothy Usset, Alternate	term - May 17, 2022 - Dec. 31, 2028	(Began 5/17/2022)



PLANNING COMMISSION MEETING AGENDA
TUESDAY, JANUARY 20, 2025

7:30 PM REGULAR MEETING

1. **Call to Order**

Pursuant to due call and notice thereof, a work session of the Independence Planning Commission was called to order by Acting Chair, Tearse at 7:30 p.m.

2. **Roll Call**

PRESENT: Gardner, Alternates Story and Usset

ABSENT: Thompson, Tearse, Dumas, Volkenant

STAFF: Mayor Spencer, City Administrator Kaltsas, Administrative Services Director
Simon

VISITORS: See Sign-in Sheet

3. Annual Election of Commission Chair and Vice Chair.

Kaltsas explained that Volkenant, Dumas and Usset are up for reappointment. The planning commission discussed switching Story and Volkenant's positions, but they would like to have a conversation about that among all planning commissioners to mutually accept this change. They did not have enough planning commissioners present tonight.

4. Approval of Minutes:

a. November 18, 2025, Planning Commission Meeting Minutes.

b. January 6, 2026, City Council Meeting Minutes (For Information Only).

Motion by Story, seconded by Dumas to approve the minutes. Ayes: Volkenant, Dumas, Tearse, Usset and Story. Nays: None. Absent: Gardner and Thompson. Abstain: None. Motion Approved. 5-0

5. **PUBLIC HEARING** – Mike Kuka (Applicant/Owner) requests that the City consider the following action for the property located at 4405 County Road 92 N, Independence, MN (PID No. 04-118-24-31-0002):

- a. A conditional use permit (CUP) to allow a detached accessory building to exceed 5,000 square feet. The applicant has an existing detached accessory building that is currently larger than 5,000 SF (approximately 8,000 SF) and considered lawful non-conforming. The applicant would like to add approximately 4,800 square feet to the existing building which will enlarge the structure and create the need for the conditional use permit.

Kaltsas explained that this is an expansion of the existing building that exceeds 5,000sqft. There is another building on the property currently and they would like to add 5,500sqft to the building size. The property is zoned AG and is guided as AG. It is 80 acres in overall size. The existing building is roughly 60x120. The total size in the after condition would be 12,700sqft. There is unlimited amount of building sizes on properties over 10 acres, however, a landowner would have to apply for a CUP for any buildings that exceeded 5,000sqft. The building is 50ft from the North property line which would exceed the minimum setback of 15ft. The proposed building expansion would not affect the surrounding properties. This building is not associated with the existing CUP on the other building for the commercial riding arena. This building will be used for personal use by the applicants. Applicant and city would ensure grading and drainage. We would also include provisions that the building use doesn't change without notifying the city.

PUBLIC HEARING OPENED

Kuka – Mentioned the purpose of the expansion is for their personal riding arena and to train their horses. It is for their breeding program.

Motion by Story, seconded by Gardner to close the public hearing. Ayes: Gardner, Story and Usset. Nays: None. Absent: Volkenant, Dumas, Tarse, and Thompson. Abstain: None. Motion Approved. 3-0

Story said it fits right in to the area.

Motion by Usset, seconded by Story to recommend approval of the CUP. Ayes: Gardner, Story and Usset. Nays: None. Absent: Volkenant, Dumas, Tarse, and Thompson. Abstain: None. Motion Approved. 3-0

6. Open/Misc.

Kaltsas mentioned that there will be no meeting in February.

There will be a water study coming out in February.

Usset mentioned he will be gone March 17th for the planning commission

Kaltsas also mentioned that the garage condos are going up and some are already sold.

7. Adjourn.

Motion by Story, seconded by Usset to adjourn the meeting at 7:51pm. Motion Approved. 3-0

Respectfully Submitted,

Amber Simon/Recording Secretary



CITY COUNCIL MEETING MINUTES
TUESDAY APRIL 7, 2026

CITY COUNCIL MEETING TIME: 6:30 PM

1. CALL TO ORDER

Mayor Brad Spencer called the meeting to order on Tuesday, April 7, 2026, at 6:30 PM

2. PLEDGE OF ALLEGIANCE

Mayor Spencer led the group in the Pledge of Allegiance.

3. ROLL CALL

PRESENT: Spencer, Betts, Fisher, Grotting

ABSENT: McCoy

STAFF: City Administrator Kaltsas, Administrative Services Director Simon,
WHPS Chief DuRose, Public Works Director Lehman

VISITORS: See Sign-in Sheet

4. ****CONSENT AGENDA****

Mayor Spencer stated that the consent agenda items would be considered routine and acted on by one motion unless someone would like to remove an item for discussion. The consent agenda

- a. Approval of City Council Minutes from the March 17, 2026, Regular City Council Meeting.
- b. Approval of Accounts Payable (Batch #1; Checks Numbered 24275-24299, Batch #2 and Checks Numbered 24300-24320). And New Look Contracting Pay Voucher #3
- c. Solicitor License:
 - i. Curbside Waste – To provide rubbish/trash removal services within Independence.

Motion by Grotting, seconded by Betts to approve the consent agenda. Ayes: Spencer, Fisher, Grotting and Betts. Nays: None. Absent: McCoy. Abstain: None. Motion Approved.
4-0

5. Set Agenda – Anyone Not on the Agenda can be Placed Under Open/Misc.
6. Reports of Boards and Committees by Council and Staff.

Council member Fisher Attended the following meeting:

- LBAE

Council member Betts Attended the following meeting:

- Hwy 12 Coalition
- LBAE

Council member Grotting Attended the following meeting:

- LBAE

Mayor Spencer Attended the following meeting:

- WHPS interviews for PT officer
- Teams meeting with Medina on the No Wake Ordinance
- Testified at the Capital with Mark for funding on the Silent Crossing at Loretto
- ABRC
- Meeting with Chief DuRose
- LBAE

7. Consider Adoption of an Amendment to the City’s Surface Water Use Regulations on Lake Independence.
 - a. **ORDINANCE NO. 2026-03** – Amending the Lake Independence Surface Water Use Regulations.

The Mayor reported that he and City Administrator Kaltsas had participated in a Zoom meeting with Medina's mayor and administrator to reach an agreement on a matching ordinance for both cities regarding Lake Independence water use regulations. He noted that Medina's agenda included approval of the same ordinance being considered by Independence.

The proposed ordinance establishes a two-tiered system for wake restrictions on Lake Independence. The first trigger would implement a 600-foot offset from shore for all wake activities when water levels reach a certain point. If water levels rise significantly higher to 959.2 feet (the 50-year flood elevation), a second trigger would engage, implementing a whole-lake no-wake restriction.

The Mayor explained that Medina would handle administration of the ordinance since most of the required signage and enforcement infrastructure is located in their city. He noted that the 600-foot offset approach is uniquely suitable for Lake Independence because it is a large, round lake that still allows sufficient area for safe recreation even with the restrictions.

The Mayor referenced studies that informed the distance determination, including a Sea Grant study with the University of Minnesota showing that wakes are minimized to levels equivalent to

normal boat traffic at 500 feet, with an additional 100-foot buffer providing extra safety. A second study by Saint Anthony Falls determined that boat wake impacts to lake bottoms are mitigated in depths greater than 20 feet, and Lake Independence is more than 20 feet deep at 600 feet from shore.

The Mayor acknowledged that the 600-foot offset does impose some limitations on recreational activities. Casual boating around the lake could exceed the 5 mph no-wake speed limit, jet skiers would be restricted to 600 feet from docks instead of the current 150 feet, and water skiers would need to proceed straight toward the center of the lake from docks or shore structures.

However, he emphasized that these restrictions would only apply when the first trigger level is reached, and the lake is currently about half a foot below that trigger point. The Mayor noted that the Lake Association had worked to clear vegetation from the channel, potentially helping maintain lower water levels.

City Administrator Kaltsas added that this system provides a better alternative to complete lake shutdowns that occurred in previous summers, allowing at least a 600-foot offset usable area when the first trigger is reached.

The Mayor and Kaltsas also mentioned ongoing discussions with wake boat users about voluntarily implementing the 600-foot offshore restriction at all times, with plans for educational materials, buoys, and maps to encourage use of the lake's center area.

Motion by Grotting, seconded by Betts to approve Ordinance 2026-03 amending the Lake Independence Surface Water Use Regulations. Ayes: Spencer, Fisher, Grotting and Betts. Nays: None. Absent: McCoy. Abstain: None. Motion Approved. 4-0

8. Discussion/Consideration of the City of Maple Plain Proposed Entrance Sign Replacement.

City Administrator Kaltsas explained that the City of Maple Plain had contacted him about replacing their existing entrance sign as part of a rebranding effort that includes a new logo. The current sign is located on MnDOT property but within Independence city limits, approximately 50 feet west of the municipal boundary.

Kaltsas noted that the city's sign ordinance doesn't directly address this situation, so he brought the matter to the council for guidance. The proposed sign would be 12 feet wide by 7.5 feet tall, slightly wider but not as tall as the current sign. The new design features a stone base with a more substantial background, replacing the current Corten steel design with cutouts.

Kaltsas explained that he couldn't locate any documentation of approval for the original sign, which was installed around 2000. He noted that there isn't really an alternative location for the sign due to the topography and nearby ponds associated with the former industrial facility in the area.

Council Member Grotting asked whether Maple Plain was moving the sign to their own property, but Kaltsas clarified that they don't have property in that location and the sign would remain on MnDOT right-of-way. He explained that the proposed sign would be more visible than the current one, which is often difficult to read and sometimes becomes obscured by unmowed grass.

The council discussed that MnDOT would need to approve the sign placement and might require Independence's approval as part of their review process. Kaltsas noted that the proposed sign dimensions fall within what the commercial/light industrial district would allow under the city's sign regulations.

The Mayor indicated that the location is a good spot for the sign, and council members appeared to have no objections to the proposal.

Motion by Grotting, seconded by Betts to approve the sign placement within the City of Independence. Ayes: Spencer, Fisher, Grotting and Betts. Nays: None. Absent: McCoy. Abstain: None. Motion Approved. 4-0

9. Open/Misc.

10. Adjourn.

Motion by Fisher, seconded by Grotting to adjourn the meeting at 6:48PM. Ayes: Spencer, Fisher, Betts, Grotting. Nays: None. Absent: McCoy. Abstain: None. Motion Approved. 4-0

■ CITY OF INDEPENDENCE, MINNESOTA
PLANNING COMMISSION

**Request for an Accessory Dwelling Unit (ADU) on the
Property Located at 6288 Drake Drive, Independence, MN**

To:	Planning Commission
From:	City Planner
Meeting Date:	April 21, 2026
Applicant:	Scott Hohag
Owner:	Scott Hohag
Location:	6288 Drake Drive, Independence, MN
PID:	26-118-24-32-0003
Application Type:	Conditional Use Permit (CUP) for an Accessory Dwelling Unit (ADU)

Request:

PUBLIC HEARING – Scott Hohag (Applicant/Owner) requests that the City consider the following action for the property located at 6288 Drake Drive, Independence, MN (PID No. 26-118-24-32-0003):

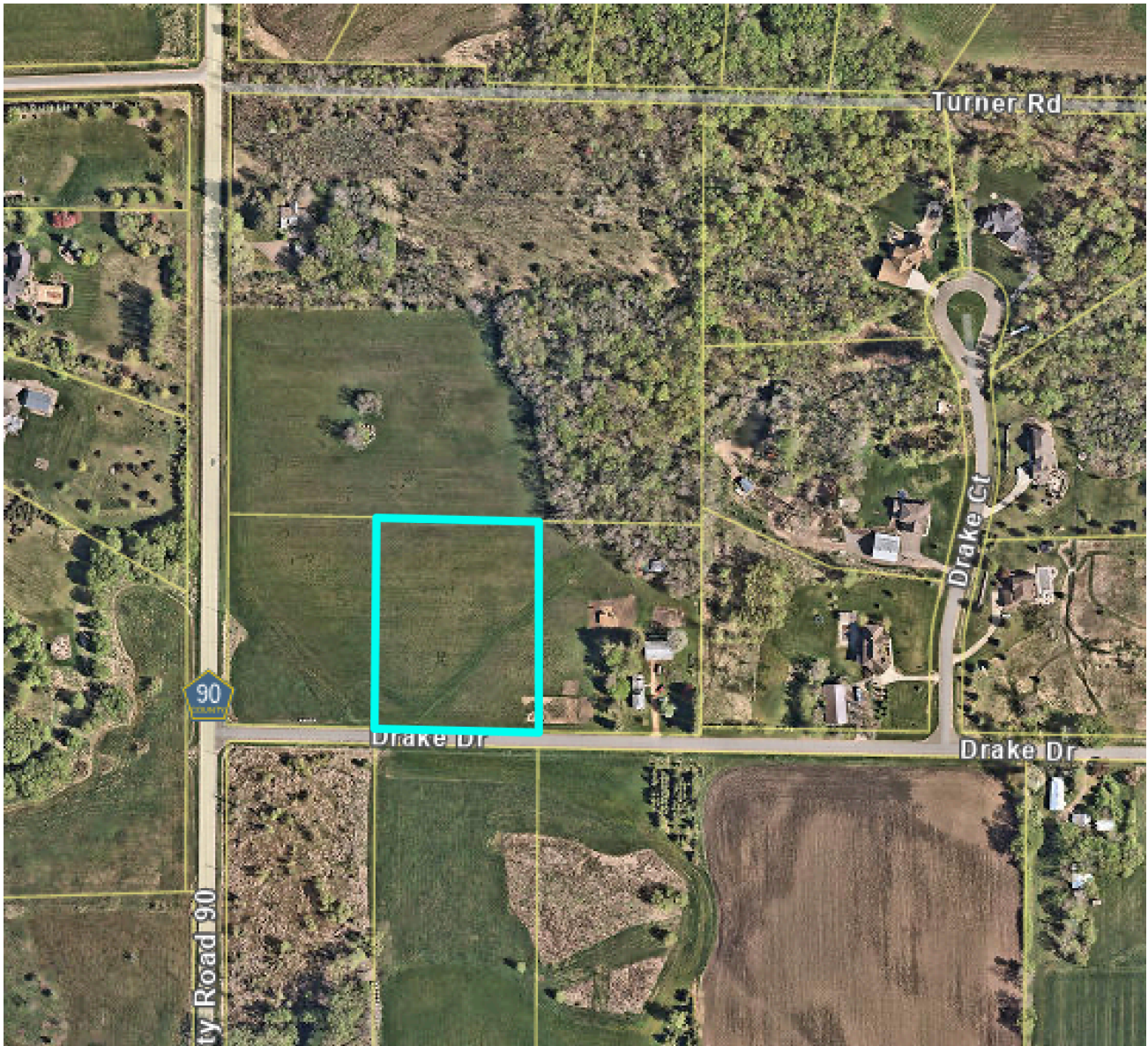
- a. A conditional use permit (CUP) to allow a detached Accessory Dwelling Unit (ADU) to be located on the subject property.

Property / Site Information:

The subject property is located at 6288 Drake Drive in the City of Independence, Minnesota. The applicant, Scott Hohag, is requesting approval to construct a new detached Accessory Dwelling Unit (ADU) on the property.

Property Address:	6288 Drake Drive, Independence, MN
PID:	26-118-24-32-0003
Zoning:	Rural Residential
Comprehensive Plan:	Rural Residential
Principal Structure (SF):	3,574 SF existing single-family dwelling
Proposed ADU (SF):	640 SF detached accessory dwelling unit
Max. Permitted ADU (SF):	1,179 SF (33% of 3,574 SF principal structure)

6288 Drake Drive



Discussion

Scott Hohag (Applicant/Owner) is requesting approval to construct a detached Accessory Dwelling Unit (ADU) on the property located at 6288 Drake Drive (PID No. 26-118-24-32-0003) in the City of Independence, MN. The proposed ADU (640 square feet) is proposed to be located within a new detached accessory structure. The new detached accessory building has a total square footage of 2,080 SF. The applicant is in the process of constructing the principal single-family home on the property. The new principal dwelling on the property is 3,574 square feet.

Accessory dwelling units are subject to the applicable requirements of the City of Independence Zoning Ordinance. The applicant must demonstrate that the proposed ADU meets all applicable criteria. The City has specific criteria relating to accessory dwelling units, as well as criteria for any required conditional use permit or other approval depending on the applicable zoning district.

ADU Criteria Analysis

An accessory dwelling unit must meet the following criteria under the City's Zoning Ordinance. Staff analysis of each criterion is provided in italics below.

1. **Physically attached to or within a single-family dwelling unit, or within a detached accessory building that has a principal structure on the parcel.**

The applicant is proposing a new detached ADU on the same parcel as the existing single-family principal dwelling. The parcel contains an existing principal structure (under construction).

2. **Subordinate in size to the single-family dwelling unit.**

The proposed ADU is 640 SF. The above ground square footage of the principal dwelling is 3,574 SF. The proposed ADU is clearly subordinate in size to the principal structure.

3. **Fully separated from the single-family dwelling unit by means of a wall or floor, with or without a door.**

As a proposed detached structure, the ADU will be fully separated from the principal single-family dwelling.

4. **Architecturally compatible with the principal structure (using materials, finishes, style, and colors similar to the principal structure).**

The applicant will be required to demonstrate architectural compatibility with the existing principal structure through the building permit process. Staff recommends this be made a condition of approval.

5. **The lesser of 33% of the above-ground living area of the principal structure or 1,200 square feet, and no less than 400 square feet.**

The principal structure contains 3,574 SF of above-ground living area. Thirty-three percent (33%) of 3,574 SF equals approximately 1,179 SF. The proposed ADU is 640 SF, which is less than the permitted maximum of 1,179 SF and greater than the minimum of 400 SF.

6. **Not in excess of the maximum square footage for accessory structures as permitted in this code.**

The existing property is 3.23 SF and would allow a total of 2,813 SF of accessory structure. proposed ADU of 640 SF and total detached accessory building SF of 2,080 is less than the maximum accessory structure square footage standards applicable to the subject zoning district.

7. **Has permanent provisions for cooking, living, and sanitation.**

The applicant is proposing to include permanent provisions for cooking, living, and sanitation in the ADU. The proposed ADU has one bedroom and one bathroom along with a kitchen area.

8. **Has no more than 2 bedrooms.**

The proposed ADU has one bedroom and one bathroom (see attached floor plan).

9. **Limited to relatives of the homesteaded owner-occupants or the homesteaded owners of the principal structure. The total number of individuals residing in both the principal dwelling unit and ADU may not exceed the number allowed by the building code.**

The applicant has represented that the ADU will be used to house a relative. City will require confirmation that occupancy of the ADU will comply with applicable zoning ordinance requirements regarding permitted occupants. This shall be made a condition of approval.

10. **Uses the existing on-site septic system or an approved holding tank.**

The city has reviewed the proposed (newly constructed) on-site septic system to ensure compliance with all applicable standards.

11. **Respectful of the future subdivision of the property and the primary and secondary septic sites.**

The property cannot be further subdivided based on the current and guided land use.

12. **In compliance with the adopted building code relating to all aspects of the dwelling unit.**

The proposed ADU will be required to meet all applicable building codes. The applicant will be required to apply for and receive all applicable building permits prior to construction.

Additional Considerations

The proposed ADU meets all applicable building setbacks. The size and proximity to the surrounding properties should help to reduce and or mitigate any potential impacts. The character of the surrounding area and neighboring properties supports and is consistent with the proposed detached accessory structure.

As proposed, the ADU appears to be consistent with the applicable size and dimensional criteria established in the Zoning Ordinance.

In addition to the requirements for allowing an accessory dwelling unit, the City has additional criteria which need to be considered for granting a conditional use permit

The criteria for granting a conditional use permit are clearly delineated in the City's Zoning Ordinance (Section 520.11 subd. 1, a-i) as follows:

- 1. The conditional use will not adversely affect the health, safety, morals and general welfare of occupants of surrounding lands.*
- 2. The proposed use will not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity for the proposes already permitted or on the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.*

3. *Existing roads and proposed access roads will be adequate to accommodate anticipated traffic.*
4. *Sufficient off-street parking and loading space will be provided to serve the proposed use.*
5. *The proposed conditional use can be adequately serviced by public utilities or on-site sewage treatment, and sufficient area of suitable soils for on-site sewage treatment is available to protect the city from pollution hazards.*
6. *The proposal includes adequate provision for protection of natural drainage systems, natural topography, tree growth, water courses, wetlands, historic sites and similar ecological and environmental features.*
7. *The proposal includes adequate measures to prevent or control offensive odor, fumes, dust, noise, or vibration so that none of these will constitute a nuisance.*
8. *The proposed condition use is consistent with the comprehensive plan of the City of Independence.*
9. *The proposed use will not stimulate growth incompatible with prevailing density standards.*

Consideration for the proposed conditional use permit should weigh the impact of having an accessory dwelling unit located on this property. The location of the proposed accessory dwelling unit and its compliance with all applicable setbacks appears to mitigate potential impacts resulting from the construction of the accessory dwelling unit. The City will need to consider if the accessory dwelling unit meets the requirements and criteria for granting a conditional use permit.

Should the CUP to allow an accessory dwelling unit be considered by the City, it is suggested that the following conditions be noted by the City:

- The Conditional Use Permit will be subject to the applicant successfully obtaining and completing a building permit for all applicable improvements already made to the dwelling unit that were not previously approved by the City.
- The proposed accessory structure cannot be expanded or enlarged without the review and approval of the City. Any expansion will require an amendment to the conditional use permit following all applicable procedures.

Neighbor Comments

No neighbor comments have been received at the time of preparation of this staff report. Any written comments received prior to or at the public hearing will be forwarded to the Planning Commission for consideration.

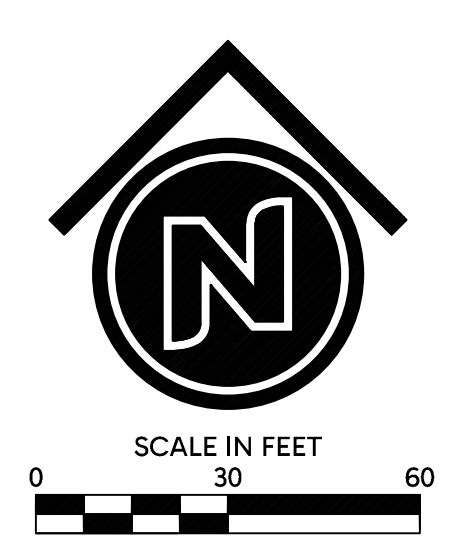
Recommendation

Should the Planning Commission recommend approval of the requested conditional use permit to allow an accessory dwelling unit, the following findings and conditions should be included:

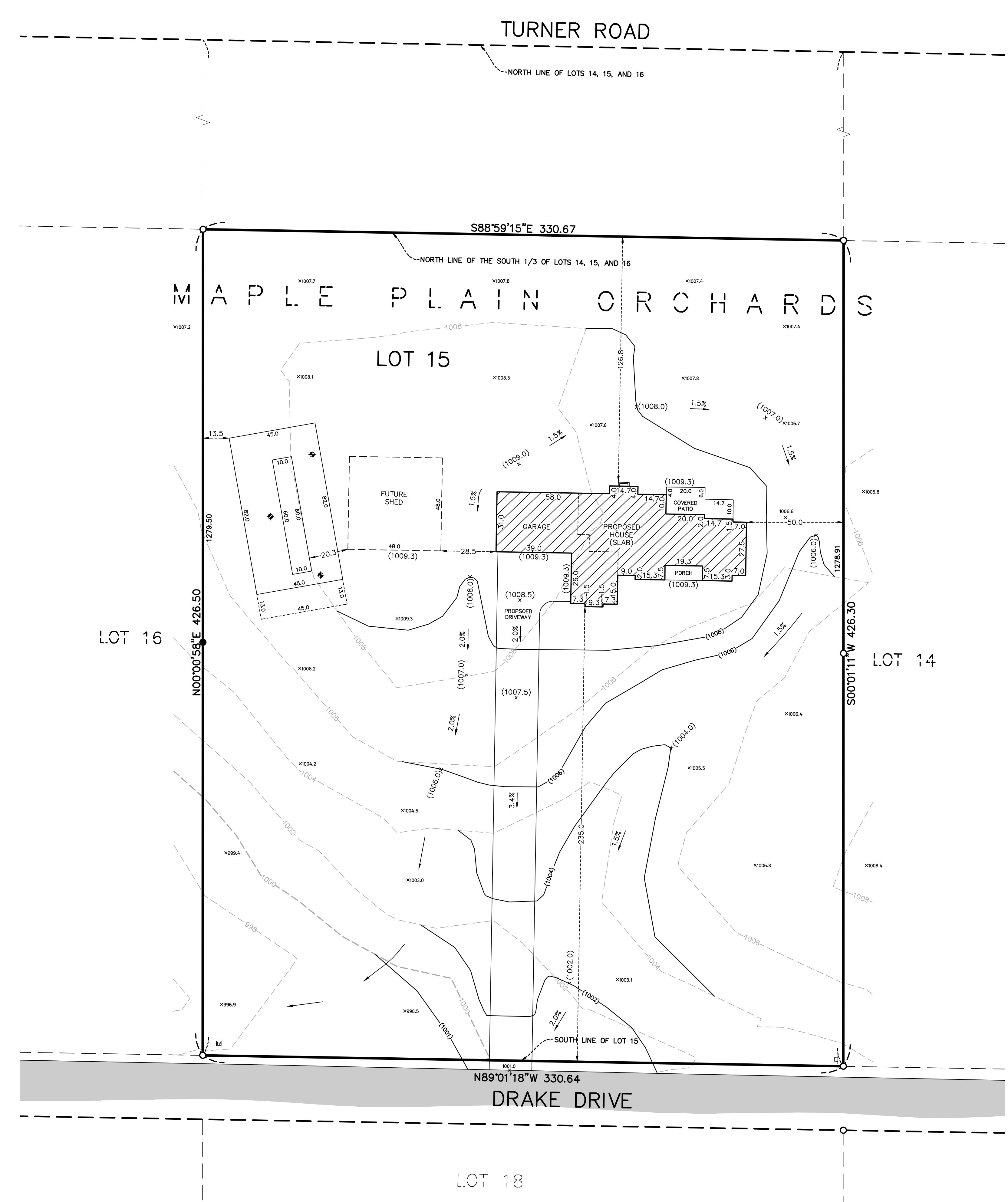
1. The proposed Conditional Use Permit request meets all applicable conditions and restrictions stated in Chapter V, Section 510, Zoning, in the City of Independence Zoning Ordinance.

2. The conditional use permit is to allow an accessory dwelling unit to be located within the detached accessory structure on the property. The criteria for permitting an accessory dwelling unit shall be perpetually satisfied by the owner of the property. Any change in the use of the accessory dwelling not in compliance with the applicable criteria for the accessory dwelling unit will cause the conditional use permit to be revoked by the city.
 3. The conditional use permit will be issued subject to the following items being completed:
 - a. The conditional use permit will be subject to the applicant successfully obtaining and completing a building permit for all applicable improvements already made to the dwelling unit that were not previously approved by the city.
 - b. The proposed accessory structure cannot be expanded or enlarged without the review and approval of the city. Any expansion will require an amendment to the conditional use permit following all applicable procedures.
 - c. The applicant shall submit full building plans to the city at the time of building permit which will verify that the ADU will be architecturally compatible with the principal structure, using similar materials, finishes, style, and colors.
 - d. The existing on-site septic system shall be inspected by the City to confirm it can adequately serve the ADU in addition to the principal dwelling. Any deficiencies identified shall be remedied prior to issuance of a certificate of occupancy for the ADU.
 4. The Applicant shall pay for all costs associated with the city's review of the requested conditional use permit.
-

F:\Civil\3D Projects\24350\24350LLS.dwg - 1/15/2026 10:37AM



- LEGEND**
- FOUND IRON PIPE
 - SET IRON PIPE
 - SIGN
 - ▣ TELEVISION BOX
 - ◆ SOIL BORING
 - BITUMINOUS SURFACE



PROPERTY DESCRIPTION

The South One-Third of Lot 15 of Maple Plain Orchards.

NOTES

1. Subject property's addresses and property identification numbers are:
 Lot 14: 6276 Drake Dr., 26.118.24.32.0002
 Lot 15: Address Unassigned, 26.118.24.32.0003
 Lot 16: Address Unassigned, 26.118.24.32.0004
2. The bearing system is based on the south line of Lot 15 which is assumed to bear North 89 degrees 01 minutes 18 seconds West.
3. Field work was completed 10/10/25.
4. No specific title search for existence or non-existence of recorded or un-recorded easements has been conducted by the surveyor as a part of this survey. This survey does not purport to show all improvements, easements or encroachments to the property, except as shown hereon.
5. The gross area of the subject property is 9.386 acres or 408,834 sqft.
6. Vertical relief shown hereon was obtained from the Minnesota Department of Natural Resources mapping application, MntOPO.
7. Building dimensions shown are for horizontal and vertical placement of structure only. See architectural plans for building and foundation dimensions.
8. No specific soils investigation has been completed on this lot by James R. Hill, Inc. the suitability of soils to support the specific house proposed is not the responsibility of James R. Hill, Inc. or the surveyor.

BENCHMARK

Top of iron at the southwest corner of Lot 5, Block 1, INDEPENDENCE WOODS. Elevation = 1011.34

FLOOR ELEVATIONS

	Proposed
Garage Floor @ Front:	1009.3
Garage Top of Block:	1009.7
House Top of Block:	1009.7
Lowest Floor:	1009.7

HARD COVER

Lot:	140,972 sq. ft.
House/Garage:	4,899 sq. ft.
Porch:	145 sq. ft.
Driveway:	6,185 sq. ft.
Patio:	427 sq. ft.
Future shed:	2,304 sq. ft.
Total Impervious:	13,960 sq. ft. or 9.9% of lot

2999 WEST C.R. 42, SUITE 100
 BURNSVILLE, MN 55306
 PHONE: 952-890-6044
 marcus@mmhill.com
 www.mmhill.com



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor in the State of Minnesota.
 Marcus F. Hampton, L.S.
 License No. 47481
 Date: 11/27/2025

DRAKE DRIVE
 INDEPENDENCE, MINNESOTA
CERTIFICATE OF SURVEY
 FOR
JPC CUSTOM HOMES, INC.

DRAWN BY
 TAM/PLM

DATE
 1/14/2026

REVISIONS

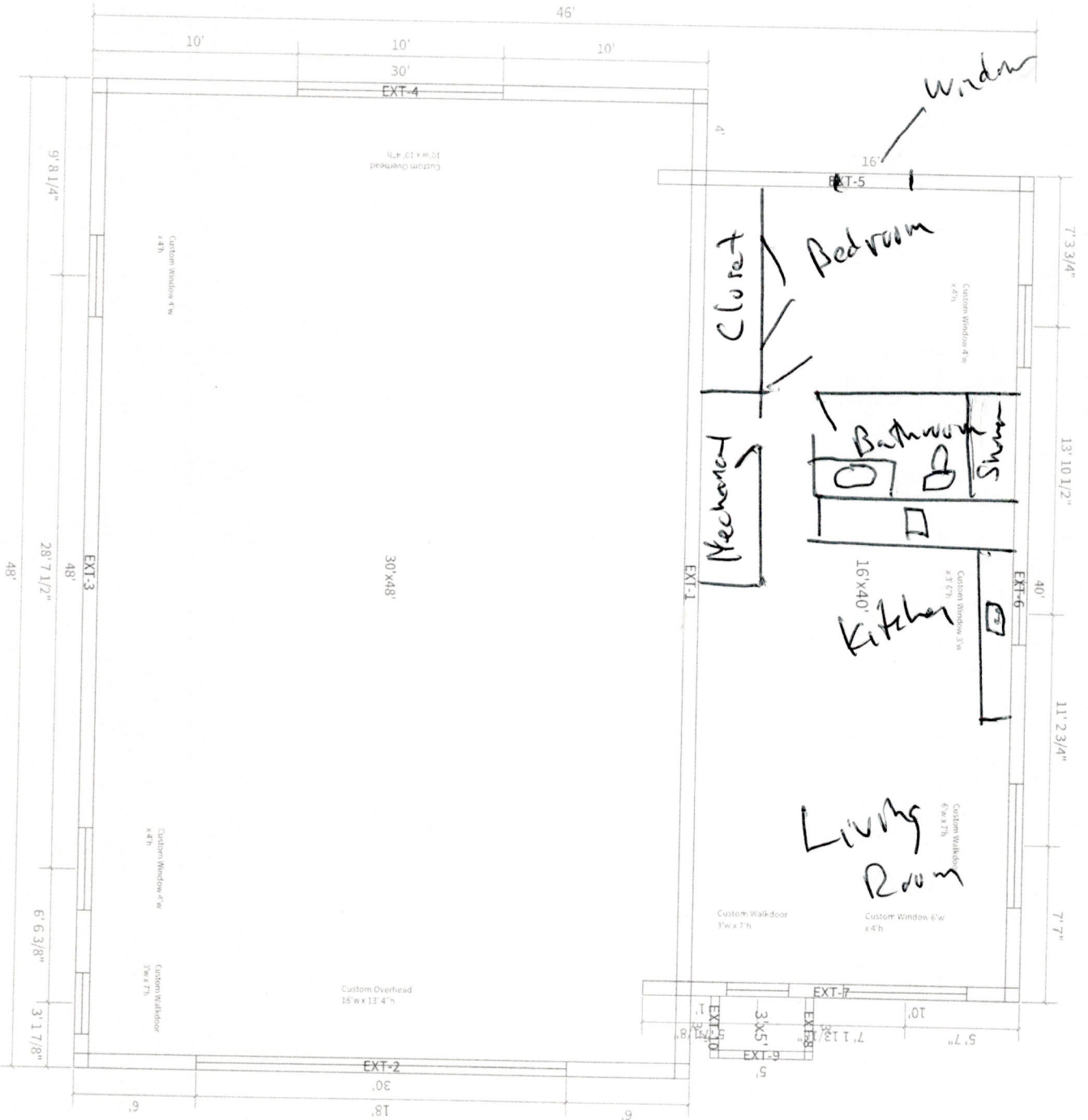
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CAD FILE
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PROJECT NO.
 24350-00

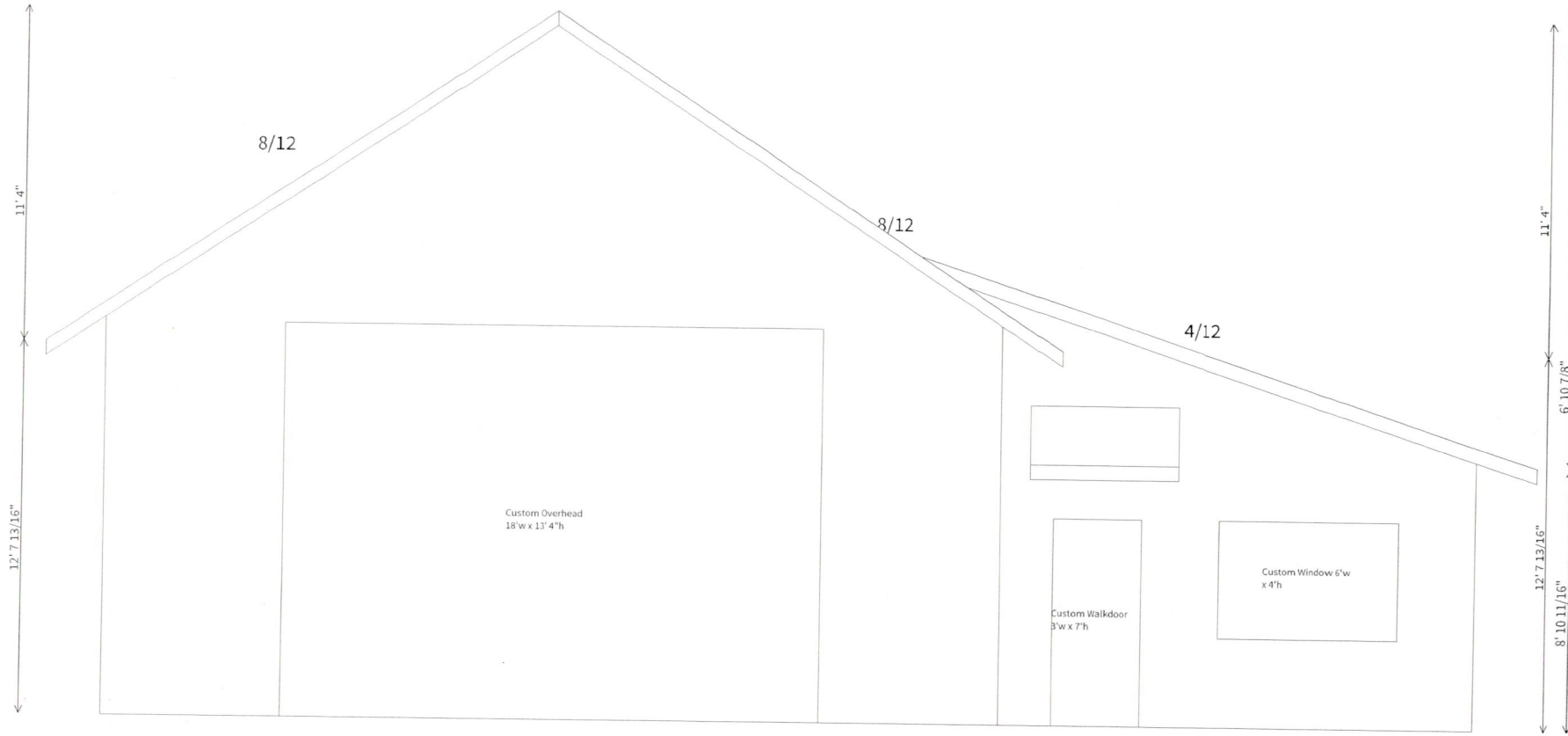
SHEET 1 OF 1

Wall Layout



Front Elevation

Job: Hohag, Scott 30x48x12 w/ADU
Date: 2/9/2026
Time: 9:48 AM



Back Elevation

Job: Hohag, Scott 30x48x12 w/ADU

Date: 2/9/2026

Time: 9:48 AM



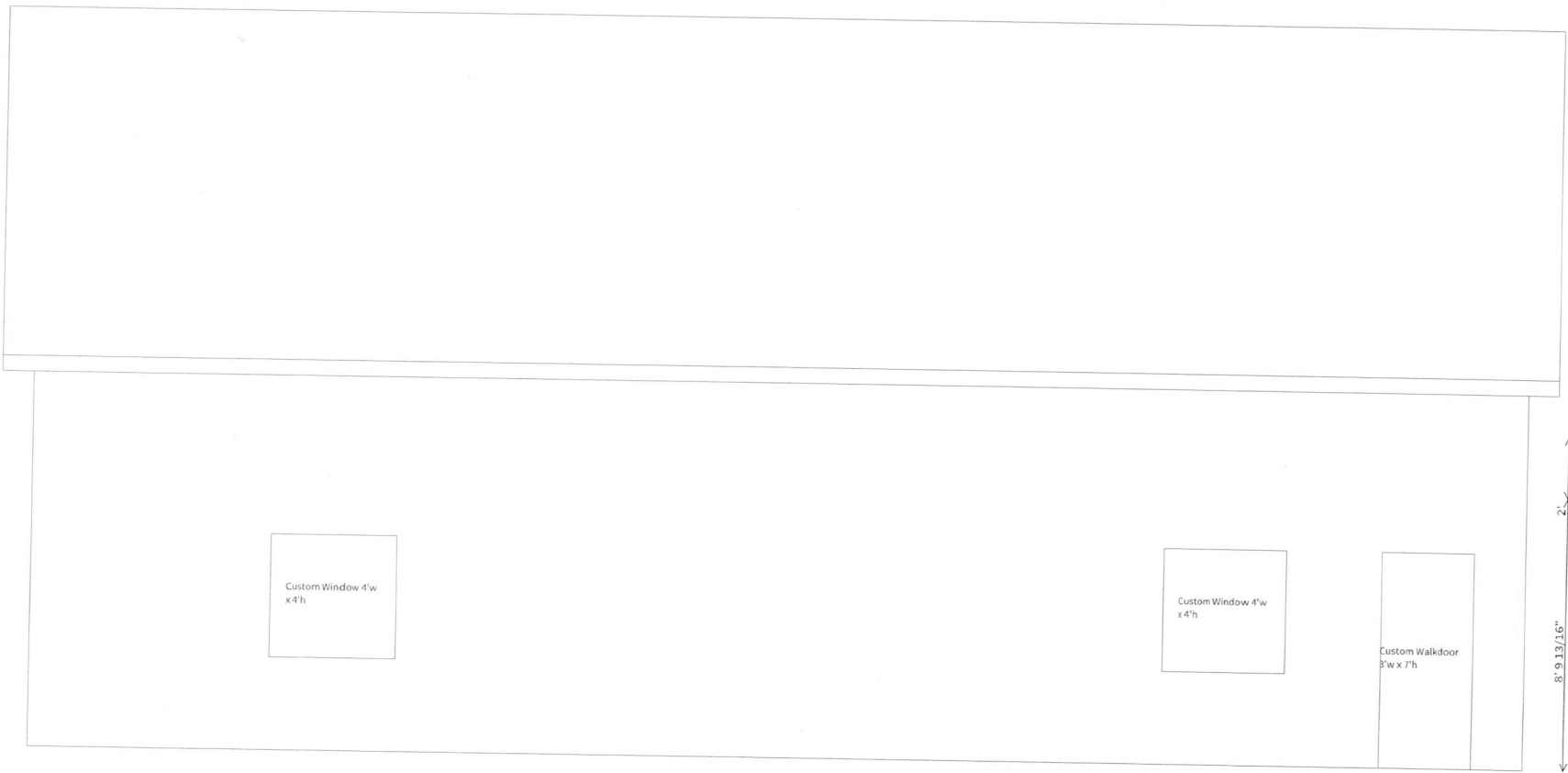
Left Elevation

Job: Hohag, Scott 30x48x12 w/ADU
Date: 2/9/2026
Time: 9:48 AM



Right Elevation

Job: Hohag, Scott 30x48x12 w/ADU
Date: 2/9/2026
Time: 9:48 AM



Custom Window 4'w
x 4'h

Custom Window 4'w
x 4'h

Custom Walkdoor
3'w x 7'h

8' 9 13/16"

2"

Wall Layout

Job: Hohag, Scott 30x48x12 w/ADU

Date: 2/9/2026

Time: 9:48 AM

