



PLANNING COMMISSION MEETING AGENDA
TUESDAY, APRIL 21, 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 Chair, Robert Gardner at 7:30 p.m.

2. **Roll Call**

PRESENT: Gardner, Tearse, Volkenant and Alternate Usset
ABSENT: Thompson, Dumas, Alternate Story
STAFF: Mayor Spencer, City Administrator Kaltsas
VISITORS: Scott Hohag, Nick Reynolds

3. Annual Election of Commission Chair and Vice Chair/Alternate Discussion.

No discussion occurred regarding this agenda item.

4. Approval of Minutes:

- a. January 20, 2026, Planning Commission Meeting Minutes.
- b. April 7, 2026, City Council Meeting Minutes (For Information Only).

Motion by Tearse, seconded by Usset to approve the minutes. Ayes: Gardner, Volkenant, Tearse Usset. Nays: None. Absent: Thompson, Dumas and Story. Abstain: None. Motion Approved. 4-0

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.

City Administrator Mark Kaltsas presented the staff report for the conditional use permit request. The applicant is seeking approval to construct a 640-square-foot accessory dwelling unit within a detached accessory building on the 3.23-acre property at 6288 Drake Drive. The applicant is currently constructing a single-family home on the property.

Kaltsas explained that accessory dwelling units are considered a conditional use in all zoning districts within the city. He noted that the city adopted ADU provisions approximately ten years ago with specific criteria for evaluation. The proposed ADU meets all required criteria, including size limitations (33% of the principal structure or 1,200 square feet maximum), architectural compatibility requirements, and occupancy restrictions limiting use to relatives of the homestead owner-occupants.

The staff analysis confirmed the proposal complies with all applicable requirements. The proposed ADU at 640 square feet is subordinate to the 3,574-square-foot principal dwelling and falls well within the maximum allowed size of 1,179 square feet. The detached accessory building containing the ADU meets all setback requirements, and the total accessory structure square footage of 2,080 square feet is below the 2,813 square feet permitted on the property.

PUBLIC HEARING OPENED

Nick Reynolds, residing at 1015 Drake Court, expressed general support for the project, noting it would not adversely affect the neighborhood's rural residential character. He raised concerns about monitoring compliance with conditional use permits, referencing issues with another CUP in the area involving a landscaping business that appears to exceed its approved scope. He expressed concerns about number of employees, cars and occupants coming and going. He is worried about CUPs being issued for businesses that act and run as a commercial business, but the CUP does not allow the business to operate at that level. Kaltsas explained that the city monitors all 70+ conditional use permits through biennial inspections and responds to complaints as needed.

Applicant Scott Hohag introduced himself and noted that he also owns the adjacent property to the west, eliminating potential neighbor conflicts. He expressed appreciation for staff assistance throughout the process.

Following the public hearing, the commissioners discussed the application. The consensus was that the proposal met all requirements and would not adversely impact the surrounding area.

Motion by Volkenant, seconded by Usset to close the public hearing. Ayes: Gardner, Tearse, Volkenant and Usset. Nays: None. Absent: Dumas, Thompson and Story. Abstain: None. Motion Approved. 4-0

Motion by Volkenant, seconded by Usset to Approve a CUP for a ADU at 6288 Drake Drive. Ayes: Gardner, Tearse, Volkenant and Usset. Nays: None. Absent: Dumas, Thompson and Story. Abstain: None. Motion Approved. 4-0

Kaltsas noted the application will proceed to the May 5th City Council meeting for final consideration.

6. Open/Misc.

City Administrator Kaltsas announced that the city cleanup day is scheduled for Saturday, May 2nd. He also provided an update on the water feasibility study for the airport property, noting it has been completed and presented to the developer, who is considering alternatives. The project remains in a holding pattern pending further developer feedback.

Kaltsas reminded commissioners that the next Planning Commission meeting will be held on June 2nd instead of the regularly scheduled May 19th date, with one or two applications expected on that agenda.

7. Adjourn.

Motion by Volkenant, seconded by Tearse to adjourn the meeting at 7:54pm. Motion Approved. 4-0

Respectfully Submitted,

Amber Simon/Recording Secretary