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PLANNING COMMISSION MEETING

Village of Pepin Municipal Building
Thursday June 8th, 2023, at 6:30 pm

MINUTES

1. **Call meeting to order** Meeting called to Order by Randy Kallstrom.
2. **Roll call** – Members present Randy Kallstrom Toni Raethke, Dan Fedie, Mike Michaud. Absent Tom Latane. Also present, Roy Forsstrom.
3. **Approve Meeting Minutes from April 25, 2023** – Dan Fedie moved approval of the minutes from April 25,2023. Seconded by Mike Michaud. Motion passes.
4. **Public Hearing to consider an application for a conditional use permit to operate a Short-Term Rental at 309 7th St.** - Roy Forsstrom explained that this application is for a two bedroom operation with an occupancy limit of 4 people. A Public Hearing notice was mailed to all property owners within 250 ft of this property. No one was present to provide input on the application.
5. **Discussion/Action on application for a conditional use permit to operate a Short-Term Rental at 309 7th St.** – Mike Michaud made a motion to recommend to the Village Board approval of the application for a Short Term Rental License for these owners, with an occupancy limit of four people, with an off street parking requirement, for as long as they keep their license in good standing. Dan Fedie Seconded the motion. Motion passes 4-0.
6. **Discussion/Recommended Action on a sign request for Triple J Tack store at 210 Lake St.** – Roy Forsstrom explained that this is a request for a 48 sq ft Mural on the north side of the building, and an overhanging sign above the entrance door on the east side of the building to be 7 ft from the sidewalk to the bottom of the sign. Discussion regarding the mural resulted in a consensus that if the mural did not contain any words advertising the business that it would not be considered a sign under the ordinance and thus would not need a LUCR. The sign on the east side was determined to be 30" x 32" in size. The applicants were interested in possibly adding a second similar sign on the north side of the building also. Dan Fedie made a motion to recommend approval of the sign on the east side and a second similar sign on the north side. Motion seconded by Mike Michaud. Motion passes 4-0.
7. **Report on status of Oberzut garage Ordinance Compliance** - Roy Forsstrom stated that a citation had been issued to Mr. Oberzut in the amount of \$767 with penalties. The citation was issued July 18th.
8. **Discussion/Action on Short-Term Rentals per Chapter 115.10, Long Range**

Planning. Discussions about possible changes to the existing short Term Rental ordinance included possible changes to the Fee schedule. Citizens' complaints should go to the Village Clerk and a record kept for each licensee. Conditions for when issues with a licensee reach a point where the license should be revoked should be determined. It was noted that we have various types of operators that may require distinct regulatory treatment. Those that live in the property, those that have second homes and rent out when they are not using the property, and those that are operated by "investors" that never use the property themselves.

9. **Set Date/time for next meeting.** - The date and time will be determined at a later date.

10. **Adjourn** – Mike Michaud made a motion to adjourn, seconded by Dan Fedie. Motion passes.

Randy Kallstrom
Chair