

## MILACA PLANNING COMMISSION

**A MEETING OF THE PLANNING COMMISSION OF THE CITY OF MILACA WAS DULY HELD ON THE 8<sup>th</sup> DAY OF JULY, 2019, AT 255 1<sup>st</sup> ST. E. FOR THE PURPOSE OF PUBLIC HEARING AND REGULAR MEETINGS.**

**UPON ROLL CALL, THE FOLLOWING MEMBERS WERE PRESENT:**

Scott Harlicker X      Sherie Billings X      Arla Johnson X      Pam Novak X  
Joe Millam X

**EX-OFFICIO MEMBERS:**

Marshall Lind, Building Official/ Zoning Administrator  
Cory Pedersen, Councilman X

**Others Present:** Tim Hennagir from Union Times (signed in) and Representatives from Pearl Battered Women's Resource Center (not on sign-in sheet).

**Chairman Harlicker opened the public hearing meeting for the conditional use request from Pearl Battered Women's Resource Center for residential unit(s) in a B-1 Central Business Zoning District and asked if there was any one present to speak at the public hearing.**

A representative from Pearl Battered Women's Resource Center gave an overview of their request before the Planning Commission. She explained that their building at 235 2<sup>nd</sup> St. SW has 8 units, an office and basement. What they are proposing to do is to remodel the basement into an efficiency apartment with an open layout that would have a kitchenette, bathroom, laundry and area for beds. This efficiency apartment would be used as a short-term safe shelter for victims of domestic violence, sexual assault, human trafficking, etc., with stays of 30-60 days or less. Question came up as to how many people would be staying in the apartment and Pearl Battered Women's Resource Center responded it would be a family which is usually a woman and her children. Right now Pearl Battered Women's Resource Center houses these individuals at hotels which is expensive. By having them onsite it would cut down on the housing expense as well as the expense associated with the traveling to and from the hotels. Pearl Battered Women's Resource Center said the reason they want to make an apartment in the basement rather than using one of the other units upstairs is two-fold: the units upstairs provide revenue and also for the confidentiality aspect.

There was a concern raised about parking. The representative from the Pearl Battered Women's Resource Center explained that they have 7 garages and one is vacant right now and they would use the vacant garage for the parking for the apartment in the basement. Normally the individuals that come do not have more than one car if even that, so there would be a spot for the car. Chairman Harlicker mentioned that residential occupancy requires a conditional use permit in a Central Business District and he wasn't sure if the existing apartments were granted a conditional use permit, but if not, when they go to expand that would have to be done to bring it up to code.

With no further comments, Chairman Harlicker closed the public hearing for the conditional use.

**The regular Planning Commission meeting was called to order and roll call taken.**

Motion was made by Commissioner Billings to approve the minutes of the June 10 2019 Planning Commission meeting. Motion seconded by Commissioner Johnson.

Motion **passed** unanimously.

**New Business** – The conditional use request from Pearl Battered Women’s Resource Center for a residential unit in a B-1 Central Business District was discussed in depth during the public hearing portion of the meeting. Chairman Harlicker pointed out that in Marshall Lind’s staff report the current 8 residential units attached to this property need 16 parking spaces plus what is needed for the new unit. In addition, his report states that if the Planning Commission is in support of granting the Conditional Use request, he recommends the following three conditions:

1. Need to know the maximum number of people allowed to stay at one time
2. Need plans from a MN licensed architect showing compliance with 2015 MN Building Code
3. Need to show where and number of parking spaces that are provided for this use

Chairman Harlicker asked if the commissioners had any further questions or comments. There being none, he asked for a motion. Commissioner Millam made motion to recommend to the City Council they approve the conditional use request contingent upon the three conditions as stated in the staff report being met. Commissioner Billings seconded the motion. Motion **passed** unanimously to approve the request with the three conditions listed in the staff report. This recommendation for approval from the Planning Commission will go before the City Council at their next council meeting on July 18, 2019.

**Other Business** – Chairman Harlicker asked if there was any other business. There being none, Chairman Harlicker asked for a motion to adjourn. Motion made by Commissioner Johnson and seconded by Commissioner Novak.

Motion **passed** unanimously.

Submitted by,

Chairman Scott Harlicker

Full minutes can be heard on tape on file