

**CITY OF ELYSIAN
PLANNING AND ZONING COMMISSION
REGULAR MEETING
AUGUST 5, 2025**

The Elysian Planning and Zoning Commission met in regular session on Tuesday, August 5, 2025 at City Hall at 6:30 pm.

Present were Chairperson Paul Hunter; Commissioners Kim Denn, Patrick Ely, Dan Engebretson, and Doug Stanke; Zoning Administrator Lorri Kopischke. Absent: None.

On motion by Stanke, seconded by Denn, all voting in favor, to approve the agenda of the August 5, 2025 meeting as presented.

On motion by Engebretson, seconded by Denn, all voting in favor, to approve the minutes of the June 3, 2025 Regular Meeting and June 24, 2025 Special Meeting as presented.

On motion by Stanke, seconded by Ely, all voting in favor, to close the Regular Meeting and open the Public Hearing at 6:32 pm.

Dave and Tana Stoufer have applied for a conditional use permit (CUP) to operate a business warehousing and servicing golf carts at 103 First Street South (PID# 16.035.7010). This property is zoned C-2 Highway Commercial. The site is currently being operated under a CUP that was granted in 2015 to build a pole shed for storage of equipment and trucks for a tree service business.

The Stoufers own Stoufers Auto, Trailer & Golf Cart located on State Highway 60 in Madison Lake. One of the services that they offer is to service and then warehouse golf carts over the winter season in a heated space. The shed on the property at 103 First Street South would be utilized for this purpose. All units would be kept inside and there are no proposed changes to the building or the property.

The use would be allowed as a conditional use under §156.068 C-2 Highway Commercial District (D) (6) Lumber yards and warehousing.

Engebretson asked if outdoor lighting would be added. Stoufer stated they did not know if they would be adding any lighting to the site. Service would be appointment only.

Stoufer explained that they have always offered the service of picking up the golf cart and cleaning the units so they are ready for spring. They are stored in a heated building to protect the battery. Service includes topping off the batteries and charging them if needed.

The Stoufers have one-fifth ownership of a building on Lake Washington that is used for this purpose. Since they now live in Elysian, they would sell their ownership in that building and have a location closer to home.

Stoufer stated that they plan to utilize the signage that is currently on site. Additional signage will be added at a later date. Staff will forward the Sign Ordinance to them.

Stoufer stated that they would like to expand their request to allow a display lot to utilize the outside space. They would like to display up to ten utility trailers. No sales would occur on this property. The trailers would be displayed here and the sales would occur at the business located in Madison Lake.

Public Comments: None. Written Comments: None.

On motion by Ely, seconded by Engebretson, all voting in favor, to close the Public Hearing and open the Regular Meeting at 6:46 pm.

The access to the building in case of fire or catastrophe was discussed due to the large number of batteries being stored in the building. Access was determined to be adequate and safe.

Engebretson stated that this is a good use of the property. It is good to have a business owner who is willing to invest in the community.

Ely noted that there are many golf carts and trailers in Elysian and the surrounding area. This is a great idea for this location.

On motion by Stanke, seconded by Ely, all voting in favor, to recommend City Council approve the request of Dave and Tana Stoufer for a conditional use permit for the property located at 103 First Street South (PID# 16.035.7010) to operate a business servicing and warehousing golf carts in the building on the property and a display lot for trailers in the parking area with the following conditions:

1. That the parking area being used as a display lot be kept tidy with a neat appearance.
2. That any additional lighting be downward facing and not offensive to the neighbors.

The City Council will consider this recommendation at their August 11, 2025 meeting.

The Planning and Zoning Commission discussed a proposed amendment to the Driveway Ordinance No. 86/17.

The amended ordinance reads as follows:

Ordinance No. 131/25 – Amending Elysian City Code § 153.01 DRIVEWAYS.

(A) A driveway permit is required and can be obtained at the office of the City Administrator. The permit shall identify the property owner, the property address and provide a plan of the proposed driveway including dimensions of the proposed driveway.

(B) (1) Residential uses shall be limited to two curb cuts or driveway accesses per property.

(2) The two curb cuts or driveway accesses shall be set back at least ten feet from each other.

(C) Driveways are limited to a maximum width of 24 feet at the curb.

(D) Driveways may widen after a five-foot setback from the curb.

(E) Driveways are limited to a maximum of 36 feet in width.

(F) Driveways shall meet the required side yard setback for the adjacent structure. For example, a driveway that serves an attached garage must meet the eight-foot side yard setback; a driveway that serves a detached garage must meet the three-foot side yard setback.

(G) Driveway setback for corner lots shall not be less than 20-feet from adjacent right-of-way (meeting front yard setback).

(H) All driveways and required off-street parking spaces shall be surfaced with concrete, bituminous, or pavers, unless otherwise approved by the City Council. Any property owner requesting an exception from the requirements of this section shall apply to the City Administrator for an exception and the City Administrator shall then forward that application on to the City Council for approval. Any exception granted by the City Council shall be duly noted on the permit.

(I) All existing driveways that are not surfaced with concrete, bituminous, or pavers shall be upgraded to be surfaced a minimum of 24 feet from the street in conjunction with any new building permit for an existing building addition or an additional building constructed on the property.

(J) All current driveways as of the date of this section are grand-fathered in with regard to width, setbacks and curb cuts.

The Commissioners discussed the reason that the driveway needs to be surfaced 24 feet from the street. Staff stated that it was based on the front yard setback requirements, to control run-off, and for uniformity.

On motion by Denn, seconded by Ely, all voting in favor, to recommend City Council approval of Ordinance 131/25 – Amending Elysian City Code §153.01 – Driveways (H) Surfacing Requirements. This will be scheduled to be considered at the September 8, 2025 City Council Meeting.

The Commissioners discussed the League of MN Cities webinar: Land Use Decision Making: What are the Facts? held on July 15th. One takeaway from the webinar was the suggestion that at the meeting following a decision on a variance, zoning, or conditional use permit request, the Commission set time on the agenda for a discussion of that decision and what was done well or could have been done better. There was consensus to have this type of discussion at an annual review meeting.

There was consensus to begin review of the Comprehensive Land Use Plan at the next meeting or as soon as practical.

There was no further business to come before the Commission.

On motion by Ely, seconded by Denn, all voting in favor, the meeting adjourned at 7:21 pm.

Attest:

Paul Hunter, Chairperson

Lorri Kopischke, Zoning Administrator