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1. CALL TO ORDER AND ROLL CALL

A meeting of the City of Rochester Planning Commission (PC) was called to order on January 6, 2025, at 7:00 p.m. by Chairman Gassen.

PRESENT: David Gassen, Chairman  
Christian Hauser, Vice Chairman  
Nancy Salvia, Mayor  
Dan Bachmann, Commissioner  
Jessica Clauser, Commissioner  
Richard Kendziuk, Commissioner  
Eric Lord, Commissioner  
Laura Murphy, Commissioner

ABSENT: Matt Stone, Commissioner

quorum was present.

Also Present: Nik Banda, City Manager  
Jeff Kragt, City Attorney (Zoom)  
John Jackson, McKenna Planner (Zoom)  
Jeremy Peckens, Planning and Zoning Administrator  
Rose McKinney, Planning Clerk (Zoom)

2. PLEDGE OF ALLEGIANCE

Chairman Gassen led the reciting of the Pledge of Allegiance.

3. PUBLIC COMMENT NON-AGENDA ITEMS

There was no public online or in person that wished to be heard.

4. APPROVAL OF MINUTES

A. Consideration of the Minutes of the Planning Commission Meeting of December 2, 2024.

MOTION by Salvia supported by Murphy to approve the minutes of December 2, 2024.

Ayes: Gassen, Hauser, Salvia, Bachmann, Clauser, Kendziuk, Lord, Murphy

Nays:

Absent: Stone

MOTION Carried.

5. PUBLIC HEARINGS

There were no public hearings held.

6. CONSIDERATIONS

- A. Consideration of 816 Ludlow Ave. – Request for site plan approval for an exterior and Interior Renovation of the Rochester Community House. Request to set a Public Hearing.

City Manager, Nik Banda and John Jackson from Mckenna gave a brief overview of the project. A two-million-dollar grant was awarded for this project. Rewold will be the general contractor. This will be a request for special exception and site plan for a public hearing. They are asking to keep the tent up during the construction. John stated that clarification was needed on the original drawing and revised as to what is different. There is a question on the pathway for the NW corner. Lastly, the previous request, neighbors did not want a screening wall. It is recommended to place the request on the next available agenda for a public hearing.

Alan Smith, Executive Director of the Rochester Community House, was present. Next July 1, the Community House will be celebrating fifty years. Alan gave an overview of the current condition of the grounds and the grading for the basement project. The basement is expected to be 2000 square feet with bathrooms and an elevator. The building has been piecemealed over the years and it was recommended to stay away from the foundations. The room that is called the lions room will be squared off and will be just a little bit bigger. The concrete pad will be redone as it is in a very poor state. The goal is to get moving quickly so the roof, Siding, decking and the tent be placed back up hopefully by April.

Aseel Putros from Anderson, Eckstein and Westrick Engineering firm was present and explained the flood plain area for this development. A permit was requested for a berm. The drainage plan was also shown. Grading plans will be submitted for the public hearing. A sump pump will also be placed in the basement.

Alan went over the basement footprint. A commercial HVAC system will not be needed. Outdoor lighting will also be addressed in the new submission.

Brief discussion ensued with various questions for the applicant to get them ready for the Public Hearing presentation.

MOTION by Hauser supported by Kendziuk to approve public hearing for the next available date

Ayes: Gassen, Hauser, Salvia, Bachmann, Clauser, Kendziuk, Lord, Murphy

Nays:

Absent: Stone

MOTION Carried.

8.MISCELLANEOUS

- A. City Council & Planning Commission Joint Meeting – update – Is set for January 23, 2025, at 7:00 p.m. at the Fire Hall. Documents will be sent out in advance.

9.PUBLIC COMMENT

There was no public online or in person that wished to speak.

10.ADJOURNMENT

Hearing there is no further business to discuss, the meeting was Adjourned at 8:06 P.M.

Respectfully Submitted,  
Rose McKinney, Building and Planning Clerk