

**CITY OF COLUMBUS
PLANNING COMMISSION MEETING
INTERACTIVE TECHNOLOGY MEETING FORMAT
STATUTES SECTION 13D.021
11-05-2025**

The October 15, 2025, Joint City Council & Planning Commission meeting was called to order at 6:00 p.m. by Chair Wood at City Hall. Present were Planning Commission members Susan Bautch, Kim Snell, Mike Ostwald, and Andy Heinen. Also present was City Council Liaison Scott Wendell, Ron Hanegraaf, and Josh Bautch.

The meeting was held in an interactive technology meeting format.

- 1. CALL TO ORDER – Planning Commission Meeting – 6:00 p.m.**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CONSENT AGENDA**

Approval of Meeting Agenda

Approval of October 15, 2025 Joint City Council and Planning Commission Meeting Minutes

Motion by Bautch to approve the consent agenda. Seconded by Snell. Roll call vote: Snell – Aye; Ostwald – Aye; Heinen – Aye; Bautch – Aye; Wood - Aye. Motion carried.

- 4. PUBLIC OPEN FORUM**

Nothing at this time.

- 5. PUBLIC HEARING – ORDINANCE 25-04: FENCE REGULATIONS**

At this time, the Planning Commission held a public hearing for a proposed amendment to City Code Chapter 7A regarding fence regulations. Hahn presented the draft ordinance and outlined several updates since the last review. She explained that the regulations will be relocated to a new, stand-alone section of the code for easier reference, and that a zoning permit will be required for all new fences. Property owners will complete a verification form in lieu of a certified survey, taking responsibility for ensuring the fence is located on their property. The draft also includes a requirement that solid fences maintain a clearance gap between the bottom of the fence and the ground to prevent drainage issues. An example zoning permit form was distributed to the Commission and the public.

Commissioners expressed support for the draft and thanked Hahn for incorporating previous feedback. Bautch asked about the zoning permit fee, and Hahn responded that the current fee is \$50 and may be adjusted during the January fee schedule review. No public comments were received.

Motion by Bautch to continue the public hearing for Ordinance 25-04: Fence Regulations to the November 19, 2025, Planning Commission meeting. Seconded by Snell. Roll call vote: Snell – Aye; Bautch – Aye; Ostwald – Aye; Heinen – Aye; Wood – Aye. Motion carried.

6. DISCUSSION – SHARED DRIVEWAY AND PRIVATE ROADWAY ORDINANCE

Assistant Planner Hahn reviewed existing ordinance provisions related to shared driveways and private roadways, which are intended to allow access to landlocked parcels that cannot connect directly to a public road due to wetland constraints. She explained that shared driveways may serve no more than two lots and must be 16 feet wide to accommodate emergency access. Each shared driveway requires a Development Agreement with the City that includes dedication of a 66-foot roadway easement, a Maintenance Agreement among the property owners specifying responsibility for upkeep and snow removal, and a waiver of objection to future roadway construction and special assessments. She stated that the purpose of the shared driveway ordinance is to allow these access routes to function as private streets without the immediate burden of full public road improvements, while establishing the legal framework for potential conversion to public roadways in the future.

The Planning Commission discussed escrow requirements, title implications, and long-term maintenance challenges associated with shared driveways. Hahn noted that warranty clauses and escrows can be included in future development agreements to ensure compliance. Bautch expressed concern that shared driveways can create conflicts between neighbors when properties change ownership. Hahn agreed but noted that such provisions allow long-term residents to make use of family-owned property while still maintaining city standards.

Heinen asked about the dollar amounts listed in example agreements and whether they represent a capped cost for future roadway assessments. Hahn explained that the figures reflect past estimates and may be adjusted if construction occurs in the future, and she will confirm the matter with the City Attorney. No formal action was taken

7. DISCUSSION – ANIMAL ORDINANCE SURVEY

Assistant Planner Hahn presented a draft Resident Animal Ordinance Survey intended to gather community feedback regarding animal-keeping regulations. She explained that the survey is designed to assess residents' familiarity with current ordinances, identify

reasonable minimum lot sizes for various animals, determine community concerns such as odor, noise, and fencing, and gauge support for a potential permit process to regulate the keeping of animals on smaller lots.

8. PLANNING COMMISSIONER'S REPORT

Chair Wood announced that Commissioner Susan Bautch would be stepping down following this meeting. He thanked her for her service and contributions to the Planning Commission. Bautch expressed appreciation and stated she looked forward to continuing to serve residents in her new role with the City as Deputy Clerk.

9. ASSISTANT PLANNER'S REPORT

Assistant Planner Hahn reported that the Comprehensive Plan Amendment for the Northwest Quadrant Mixed-Use Area was approved by the Metropolitan Council and will be forwarded to the City Council for final adoption. She noted that the related plat remains under review with Anoka County Property Records and is expected to be finalized soon.

10. ADJOURNMENT

Motion by Bautch to adjourn the meeting. Seconded by Snell. Roll call vote: Snell – Aye; Bautch – Aye; Ostwald – Aye; Heinen – Aye; Wood – Aye. Motion carried.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted:

Eleanor Hahn

Recording Secretary Eleanor Hahn

City of Columbus
Regular Planning Commission Meeting
Date: 11/5/25

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NAME	ADDRESS
Ron HANEGRAD	-
Josh Bantch	