

CITY OF CHATFIELD PLANNING & ZONING COMMISSION
AGENDA
City Council Chambers - 21 SE Second Street, Chatfield, MN 55923
June 1, 2026, 7:00 P.M.

Notice is hereby given that some members may be participating in the meeting by interactive technology.

- I. Open Meeting
- II. Minutes
 - A. [Minutes of the May 4, 2026 Meeting](#)
Motion to approve the minutes as presented.
- III. Non-Public Hearing Items
 - A. [Joint Meeting take-aways](#)
Review and Discuss
 - B. [Planning steps- 1 year, 5 year, 10 year](#)
- IV. Staff Report
- V. Adjourn
- VI. Next Meeting August 3, 2026 @ 7:00pm



PLANNING & ZONING COMMISSION MEETING STAFF REPORT

Meeting Date: June 1, 2026

Agenda Item: Minutes of the May 4, 2026 Meeting

Subject | Summary:

Agenda Category:

Submitted By: Alison Bentley

Recommended Motion: Motion to approve the minutes as presented.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[5.4.26_PZ Meeting Minutes.pdf](#)

CITY OF CHATFIELD

PLANNING & ZONING COMMISSION MEETING MINUTES

Monday, May 4, 2026

The Planning & Zoning Commission of the City of Chatfield met in regular session on Monday, May 4. Kent Whitcomb presided as Vice Chair and called the meeting to order at 6:59 PM.

Present	Absent	Name
X		Commissioner Wayne Halvorson
X		Commissioner Rich Bakken, Vice Chair
X		Commissioner Terry Bradt
X		Commissioner Josh Broadwater
X		Commissioner Kent Whitcomb, Chair
X		Commissioner Ben Fredrichs
X		Alison Bentley Community Development Director (Virtually)
X		Others: Michele Peterson, Isaih Lewis, Jess Frank

Prior Meeting Minutes

Motion: Approve the April 6, 2026, minutes by Commissioner Broadwater.
Second: Commissioner Fredrichs
Amendments: None
Ayes: All
Nays: None
Abstention: None
 Motion carried with all in favor.

Non-Public Hearing Items

A. **Splitting of parcel 260077030- 2025 Hill Street SW:** Members discussed that the property is being split in order to sell the lots separately, for the creation of two single family residential properties.

Motion: Approve the Lot Split Application as presented by Commissioner Broadwater.
Second: Commissioner Bakken
Amendments: None
Ayes: All
Nays: None
Abstention: None
 Motion carried with all in favor.

CITY OF CHATFIELD

PLANNING & ZONING COMMISSION MEETING MINUTES

Monday, May 4, 2026

B. Rezone parcel 260666000 (Hillside Drive and Enterprise Drive): Members discussed the concern for setting a precedent, and if there were other lots in this area that could also be utilized in a similar way. The creation of a buffer zone was also discussed, the ordinance was reviewed to understand that a buffer may be mandated in both the Light Commercial and Light Industrial zones, where bordered by a residential property. Member Halvorson shared a letter highlighting the agreement for the original 10 lots as part of the Fingerson/Donohue Subdivision, noting the requirement to keep a buffer zone between the industrial and the residential properties. There were some business owners that reached out noting their concern for the proximity of a residence to the existing businesses. Members also noted that noise and emissions from the businesses could be a concern for future homeowners.

Motion: Approve the recommendation to rezone the northern portion of the lot to single family residential (R1) and include the creation of a buffer zone between the residential and light commercial districts by Commissioner Broadwater.

Second: Commissioner Whitcomb

Amendments: None

Ayes: Commissioners Whitcomb, Bakken, and Broadwater

Nays: Commissioners Halvorson, Bradt, and Fredrichs

Abstention: None

With a tie vote, the discussion will be forwarded to the City Council for consideration at the May 11th, 2026, Council Meeting.

C. Regular Meeting Time: Commissioners noted that the 7:00 p.m. meeting time works best for all.

D. Next Meeting: The next meeting of the Planning & Zoning Commission will be a joint meeting with the EDA on Tuesday, May 26th, at 5:00 p.m. The Planning & Zoning Commission will hold its next regular meeting on Monday, June 1, 2026, at 7:00 p.m.

E. Adjournment: Member Broadwater motioned to adjourn at 7:58 p.m. Member Bradt seconded the motion. Motion carried with all in favor.



PLANNING & ZONING COMMISSION MEETING STAFF REPORT

Meeting Date: June 1, 2026

Agenda Item: Joint Meeting take-aways

Subject | Summary:

Agenda Category:

Submitted By: Alison Bentley

Recommended Motion: Review and Discuss

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[5.26.26_PZ_EDA_Joint Meeting Minutes.pdf](#)

CITY OF CHATFIELD

Joint EDA/ P&Z MEETING MINUTES

Tuesday, May 26, 2026

The Planning & Zoning Commission of the City of Chatfield met in special session on Tuesday, May 26 with the Economic Development Authority. Luke Isensee EDA Chair and called the meeting to order at 6:59 PM.

Planning and Zoning Commissioners

Present	Absent	Name
X		Commissioner Wayne Halvorson
X		Commissioner Rich Bakken, Vice Chair
X		Commissioner Terry Bradt
X		Commissioner Josh Broadwater
	X	Commissioner Kent Whitcomb, Chair
X		Commissioner Ben Fredrichs
X		Alison Bentley Community Development Director
X		Luke Isensee, Chair EDA

EDA Board

Present	Absent	Name
X		Luke Isensee, Chair
X		Mark Ryneerson, Vice Chair
	X	Teresa Marzolf
	X	Councilor Paul Novotny
X		Sue Keefe
X		Councilor Mike Urban
X		Lauren Jensen

Prior Meeting Minutes

Motion: Approve the September 22, 205, minutes by Keefe.
Second: Ryneerson
Amendments: None
Ayes: All
Nays: None
Abstention: None
 Motion carried with all in favor.

CITY OF CHATFIELD

Joint EDA/ P&Z MEETING MINUTES

Tuesday, May 26, 2026

Non-Public Hearing Items

A. Strategic Land Use & Zoning.

- Discussion with all members about looking into the Floyd Mohawk Park and redeveloping that into a buildable lot. The park is underutilized and could offer an affordable buildable lot. It was also discussed to get an estimate from a logging company to remove walnut trees from that property. Bentley will move forward with reaching out to a company to get an estimate.

B. Housing and Workforce Alignment. Incentives for affordable and workforce housing near large businesses.

- i. Discussion on the ability to switch parcels that the city owns with landowners. How do we look at adding incentives to properties and think outside the box, like added TIF Districts or affordable housing. Discussion around how do we compare with other cities our approximate size- our are incentives low or high compared to other towns? Bentley to investigate the Land Trust that is use in Rochester to offer the first-time home buyer the opportunity. This is like what was done in Lonestone. Chatfield is known for its beautiful bluffs and rolling hills, but it also land locks us for growth. Discussion was had on how we get up and over the hills to continue growth for sustainability.

C. Business Attraction & Retention. Targeted industry recruitment, co-working space initiatives, partnerships with businesses and or schools.

- a. Discussion around looking into businesses that may want to get started but don't have the liquid cash to get started. How do we investigate different initiatives such as offering lots for \$1 and getting a business started. Do we look at getting a Chamber started to help with business connection. Further discussion around how to market these lots- can we post on Choose Chatfield on living, working, etc. in Chatfield; do we pay for targeted Facebook ads; make up a flier for realtors to share with potential buyers. How do we look at a business that may be struggling to pair them with another existing business or with a potential new business.

D. Long-term visioning

- a. Members had discussion on long-term planning and looking into a big project in the next 5 years. How do we develop a plan of showcasing what we can do with something in a different location. The area off Division Street (Ferrell Gas) was brought up on if this business it not used, could we look into this being a buildable lot for dense housing. It was also brought up the discussion about the extension of Burr Oak and the trailer court.
- b. How do we think differently about out downtown and creating a "walkable" downtown- offering more outside seating, creating vibrant landscapes, and public spaces for the community to enjoy. Jensen discussed an initiative that Rochester did in bringing in and outside businessperson to identify areas for improvement. Some business did not need many updates. Should Chatfield look at a pilot program such an incubator site to get a business up and running.



PLANNING & ZONING COMMISSION MEETING STAFF REPORT

Meeting Date: June 1, 2026

Agenda Item: Planning steps- 1 year, 5 year, 10 year

Subject | Summary:

Agenda Category:

Submitted By: Alison Bentley

Recommended Motion:

Community Engagement and Outreach:

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