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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 October 6, 2025, at 7:00 p.m. by Vice Chairman Hauser.

PRESENT: Christian Hauser, Vice Chairman  
Nancy Salvia, Mayor  
Dan Bachmann, Commissioner  
Jessica Clauser, Commissioner  
Richard Kendziuk, Commissioner  
Laura Murphy, Commissioner  
Matt Stone, Commissioner

ABSENT: David Gassen, Chairman  
David Hardin, Commissioner

quorum was present.

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

2. PLEDGE OF ALLEGIANCE

Vice Chairman Hauser 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 September 2, 2025.

MOTION by Salvia supported by Murphy to approve the minutes of September 2, 2025.

Ayes: Bachmann, Clauser, Hauser, Kendziuk, Murphy, Salvia, Stone

Nays:

Absent: Gassen and Hardin

MOTION Carried.

5. PUBLIC HEARINGS

There were no public hearings at this meeting

6. CONSIDERATIONS

- A. 440 South St - Request for Public Hearing; Special exception use to allow for limited retail.

Vidya, Mckenna planner gave an overview of the request. The site would like to have limited retail sales for goods and large furniture items. After the initial review was done, the applicant submitted revised plans that were just received on Friday. Those revised plans will be reviewed before the public hearing. Vidya addressed the items that were in her letter dated September 29, 2025. Sidewalk will need to be placed along South Street, could be completed at a later date. A shared access agreement will also be needed for the driveway that is shared. The site does meet the parking requirements. The loading and unloading on the site will need to be addressed as to where that is taking place. The request is recommended for a public hearing provided revised plans are submitted addressing the items in the letter dated September 29, 2025.

Brief discussion of the difference between a Certificate of Occupancy and a special exception request. Plans that are not complete usually do not go to a meeting. The city is trying to move the applicant along in the process to be more business friendly.

Janice Yezak of 986 Churchill Cir was present for the Assistance league. The majority of the items are taken care of in the newly submitted plans. Clarification is needed on what is required and what is not. Vidya stated some of the comments are requirements that need clarification. All the items in the letter are required by ordinance. The next person that sees the plan at this location needs to know what exactly was approved which is why a revised plan is needed. City Manager Nik Banda gave an example that parking in a spot and unloading and loading is not acceptable as it becomes a hazard to others in the parking lot.

MOTION by Salvia supported by Murphy to approve for a public hearing at the next available meeting.

Ayes: Bachmann, Clauser, Hauser Kendziuk, Murphy, Salvia, Stone

Nays:

Absent: Gassen and Hardin

MOTION Carried.

B. Consideration of Zoning Board of Appeals Recommendations

City Manager Nik Banda gave an overview of the ZBA Recommendations, when the ZBA Sees an item come before the board several times they ask for a review on the ordinance.

1. Front Porches – The Board recommends that front porches be excluded from the overall lot coverage calculation, which is currently capped at 30%, under the following conditions: • The exempted porch area must not exceed 6 feet in depth and may not be wider than the width of the home. • This change would support the community's front porch aesthetic and encourage social interaction, while still allowing residents to maximize interior living space.

It is not recommended for approval

Oliver Fries of 312 Taylor spoke he would like to see the possibility of approval.

Ayes:

Nays: Hauser, Salvia, Bachmann, Clauser, Kendziuk, Lord, Murphy, stone

Absent: Gassen, Hardin

MOTION Carried to not make a change.

2. Increase Maximum Roof Height - The Board proposes increasing the maximum roof height from 25 feet to 30 feet in zoning districts R1, R2, R3, and R4. • This adjustment remains conservative compared to surrounding communities. • It would allow for the construction of a functional half-story third floor, which is already permitted by the ordinance but often unfeasible under the current height limit. • The change would improve architectural flexibility and provide more options for families seeking additional living space.

It is recommended for approval

Ayes:

Nays: Hauser, Salvia, Bachmann, Clauser, Kendziuk, Lord, Murphy, stone

Absent: Gassen, Hardin

MOTION Carried to not make a change.

3. The Board recommends allowing carriage style garages on lots where front-to-rear grading changes by the equivalent of one story. • In such cases, rear detached garages are often impractical or impossible due to elevation challenges. • These lots should be exempt from the standard restrictions on carriage style garages to allow for reasonable accommodation of on-site parking needs. • This change would provide flexibility for homeowners while maintaining design consistency with challenging topographies.

It is recommended for approval

Ayes:

Nays: Hauser, Salvia, Bachmann, Clauser, Kendziuk, Lord, Murphy, stone

Absent: Gassen, Hardin

MOTION Carried to not make a change.

C. 215 N Main – Request for a façade Material Modification

City Manger Nik Banda explained the project that is in progress. After discovering what the owners were placing on the building, they need site plan approval. The job could be complete in two days allowing Dans to hang lights for the season. It is asked to move the applicant to a public hearing.

MOTION by Salvia supported by Bachmann to approve for a public hearing

Ayes: Hauser, Salvia, Bachmann, Kendziuk, Lord, stone

Nays: Clauser, Murphy

Absent: Gassen, Hardin

MOTION Carried.

7.MISCELLANEOUS

Training is set for October 20 at 6:30 p.m. City Council, Planning and Zoning, is invited. Location to be determined.

City Manager, Nik Banda gave updates on all projects and ongoing issues.

8.PUBLIC COMMENT

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

9.ADJOURNMENT

Hearing there is no further business to discuss, the meeting was Adjourned at 8:53 P.M.

Respectfully Submitted,  
Rose McKinney, Building and Planning Clerk