

Meeting Minutes
New Prague Planning Commission
Wednesday, August 27th, 2025

1. Call Meeting to Order

The meeting was called to order at 6:31 p.m. by Chair Dan Meyer.

The following members were present: Chair Dan Meyer, Shawn Ryan, Brandon Pike.

The following members were absent: Ann Gengel, Jason Bentson.

City Staff Present: Planning and Community Development Director Ken Ondich, Planner Evan Gariepy.

2. Public Invited to Be Heard on Matters Not on the Agenda

A motion was made by Ryan, seconded by Pike, to open the meeting to the public. Motion carried (3-0).

No public comments were given.

3. Approval of Regular Agenda

A motion was made by Pike, seconded by Ryan, to approve the August 27, 2025 regular meetings agenda. Motion carried (3-0).

4. Approval of Previous Meeting Minutes

A. July 30th, 2025, Regular Meeting

A motion was made by Pike, seconded by Meyer, to approve the July 30th, 2025 regular meeting minutes. Motion carried (3-0).

5. NEW BUSINESS

A. Request for Variance #V8-2025 – In-Ground Pool Setback at 1109 Park Lane SE

Planner Gariepy presented the staff report. He stated that the applicants, Ben and Anne Scheffler, are seeking a variance from the 10-foot required setback from a building to an in-ground swimming pool at 1109 Park Lane SE. The proposed swimming pool would be 8 feet from the house and its frost footings in their backyard. The variance requested is for a minimum distance of 4 feet as the architectural plan may change. He stated that the property has a large rear buffer due to wetlands located to the north in Settlers Park. He presented comments from the City Building Official, Scott Sasse, who did not find any reasoning for a 10 foot setback in the building code. Sasse recommended a minimum distance of 4 feet due to the presence of

frost coverage over building footings. Gariepy stated that the staff recommends approval of the variance with the findings listed in the staff report.

Ryan asked Ondich if the applicants and staff explored options of moving the pool north into the wetlands, which they did. It was discussed that getting the wetlands re-evaluated would be a far more impractical and expensive process, and that there is a chance the wetlands may have moved southwards towards the yard, resulting in a more restricting buffer.

The Commission had no questions for the applicants, Nate and Anne Scheffler, who were in attendance.

A motion was made by Ryan, seconded by Pike, to recommend approval of V8-2025 with the following findings:

- A. The requested variance is in harmony with general purposes and intent of the Ordinance because the RL90 Single Family Residential Zoning District allows swimming pools as a permitted use.
- B. The requested variance is consistent with the comprehensive plan because the RL90 Single Family Residential Zoning District allows swimming pools as a permitted use.
- C. The applicant will use the property in a reasonable manner by reducing the setback of an in-ground swimming pool from a house and its foundation from a 10 foot minimum setback to a 4 foot minimum setback.
- D. Unique circumstances apply to this property over which the property owners had no control and which do not generally apply to other properties in the vicinity in that the property has a very large easement/buffer in the rear yard due to wetlands located north of the property
- E. The variance does not alter the essential character of the neighborhood because swimming pools are a permitted use in the RL90 Single Family Residential Zoning District.
- F. The variance requested is the minimum variance which would alleviate the practical difficulties because it would allow the applicant to construct a larger in-ground swimming pool in a yard with a larger than normal easement/buffer due to wetlands located on an adjacent property.

And with the following condition:

1. No conditions are applied.

Motion carried (3-0).

6. OLD BUSINESS

A. None Discussed

7. Miscellaneous

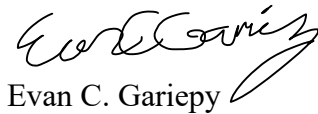
A. Monthly Business Update

Planning/Community Development Director Ondich presented the monthly business update as information.

8. Adjournment

A motion was made by Ryan, seconded by Pike, to adjourn the meeting at 6:47pm. Motion carried (3-0).

Respectfully submitted,



Evan C. Gariepy
Planner