

**PLANNING & ZONING COMMISSION
MEETING MINUTES
JANUARY 16, 2018**

The meeting was called to order at 6:00 p.m. by Chair Steve Kossett. The Pledge of Allegiance was recited by those in attendance. Present for the meeting were Chair Kossett, Commission Members Pete Branca, Katie Vukelich, John Hegstrom, and Kathy Meyer, Zoning Administrator Teresa Koivula, Deputy Clerk Toni Blomdahl, City Councilor Suzanne Herstad, and guests Greg Andrews, Bob Quade, and John Goman.

Katie made a motion to approve the agenda as presented with a second by Pete. All vote in favor except for John who arrived after the vote. Motion carried.

Kathy made a motion to approve the December 19, 2017 meeting minutes and Ordinance #22 public hearing minutes with a second by Pete. All vote in favor. Motion carried.

BUSINESS FROM THE FLOOR: None

CORRESPONDENCE: None

NEW BUSINESS:

Ordinance #22 Rural 1 Permitted Uses: Teresa stated she received a call from a person purchasing property in the Rural 1 zoned portion of the City and they were inquiring about building a duplex on their property. Teresa stated our current ordinance does not allow duplexes in Rural 1 but our ordinance before 2012 did allow them. Teresa read from our Comprehensive Plan noting the soil content and the difficulty with finding good locations for septic systems in that area and noted it says rural unless with a Planned Unit Development (PUD). Katie noted we allow more intense uses like Community Centers and Supervised Living Facilities. Steve noted it is allowed in Rural Residential 1 up to quad and Rural Residential 2 up to duplex but less density in more rural areas. Steve stated he would like to hear Mike Couri's thoughts as to why it was removed from the updates in 2012. John stated he doesn't think a duplex is unreasonable, but a quad is probably too much. Teresa will check with Mike Couri and bring back for further discussion.

Planning Commission Chair Nomination: John nominated Steve as Chair with a second by Pete. John made a motion to close the nominations. There were no other nominations, so no vote was taken, and Steve Kossett will continue on as the Chair.

Planning Commission Vice Chair Nomination: John nominated Pete as Vice-Chair. John made a motion to close the nominations. There were no other nominations, so no vote was taken, and Pete Branca will continue on as the Vice-Chair.

UNFINISHED BUSINESS:

Home Occupation for Thole: Teresa stated that Marcie couldn't attend the meeting tonight but submitted an email and a Client Bill of Rights. Teresa also included an email from Jim Rich, Building Inspector and Toni said she sent him a follow up email asking some more questions, but she hasn't heard back from him. Pete stated for our other home occupations in garages, people are just dropping off and not staying, where with this they are staying for ½ hour to an hour. Katie stated that her clients can choose where they would like to go, and the market will dictate if she needs to add a bathroom. John stated he would like to hear what Jim Rich has to say about this home occupation. Pete stated he has been to many public places and they don't have a public restroom, just a restroom for their employees. Katie asked if we have any hairdressers that are working under a home occupation as that would be a similar use. Teresa stated she is not aware of any and what we do for this applicant continues for all future applicants. John made a motion to get clarification from the City Building

Inspector as to the requirements pertaining to the State Building Code with a second by Kathy. All vote in favor. Motion carried. Toni will follow up with Jim Rich to get clarification. John stated he thinks we should require applicants to attend the meeting, so they can answer questions that arise. Katie stated she thinks we should be more specific on our application and questions, so we can apply the same standards to all applicants. Teresa stated she will call the applicant and let her know our concerns. Steve stated we will table this until February.

Draft Buffer/Screening Performance Standards: Teresa presented the Commission with Performance Standards for Commercial/Industrial Uses and read the new approved definition of buffer into the record. Teresa stated in 27.02 through 27.08 we are looking at the different things that should be screened based on things she has found in other municipalities. John asked how we are defining 90% opacity. Teresa stated she does not have a good answer for that yet, so she is still working on that aspect. John questioned why we wouldn't allow wood or chain link fencing as adequate screening for ground mounted mechanical. Teresa stated that is up for discussion as to what we want our city to look like. Teresa stated of all the communities she looked at for examples for screening, they had this similar language, probably because wood fences will decay, and chain link doesn't block sound very well. John agreed with the chain link not working well but he thinks a quality wood fence would work for screening in some cases and would be less cost prohibitive for the businesses as opposed to composite fencing. Katie stated because of the area we live in; wood fences may tie in with the siding on the buildings, so she thinks they would be appropriate in certain circumstances. Katie stated she thinks we are covered in 27.01,G.5. which states, "fences in disrepair shall be repaired at the expense of the property owners", so that would take care of wood fences that are decayed or falling down. The Commission agreed that wood fences should be allowed as long as they are constructed of rot resistant material. Katie stated 27.01,G.7. already states "chain link fencing is prohibited for any screening purposes", so we can strike it from 27.05, B., 1. and 27.06, C. Steve stated we will continue to discuss this topic at our next meeting in February.

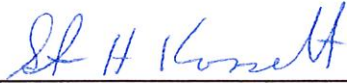
Planning Commission Member Opening: Steve stated we still have an opening on the Planning Commission.

Joint Airport Zoning Board (JAZB): None

Next Meeting Date: Steve stated the next Planning and Zoning meeting is Tuesday, February 20, 2018 at 6:00 p.m.

Having nothing further to discuss, Katie made a motion to adjourn the meeting with a second by John. All vote in favor. Motion carried and the meeting was adjourned.

Respectfully submitted,



Steve Kossett, Chair



Toni Blomdahl, Deputy Clerk

2-20-18

Date

2-20-18

Date