



**City of Jordan
City Planning Commission Workshop Session
June 9, 2009**

Members Present: Council Representative Jeanne Marnoff; Rolf Hafslund and Rob Mishica.

Staff Present: Senior Planner Joe Janish; Planning Consultant, Joanne Foust, MDG Inc; Michael Knisely, Distyle Design and Vanessa Morrell of 1000 Friends of MN.

Others Present: Mayor Pete Ewals; Economic Development Authority Member, Ray Sandey; Herb Baldwin; Ron Jabs

A. Community Growth Options- Design Standards Manual

Planning Consultant Joanne Foust, MDG, Inc. provided an overview of the CGO project, noting that the Commission is six months into the program. She reminded those present that the first project includes the development of design guidelines for the downtown and updates to the C-2 section of the zoning ordinance. Later this year the City will be addressing the industrial districts. Foust provided a history of previous input on the Central Business District obtained through the comp plan process and earlier meetings this year.

A draft Design Standards Manual was reviewed and discussed. Those present requested the following changes or additions:

- Expansion of the boundary in which design standards will apply (page 4) to include the properties guided as commercial in the comprehensive plan (GENCO site).
- Revision of the text to note the design standards are applicable to the front and “sides which are visible” or to “critical spaces”. It was noted this would need to be further defined.
- Expansion of the purpose statement to note that the intent is to promote quality, historic spaces that are unique to the character of Jordan and not only foster the survival of the downtown but cultivate an environment in which businesses thrive.
- The group discussed the liability of the use of privately owned open bays between buildings as public green spaces. It was noted private insurance coverage would be recommended or a fence with a gate in the front of the lot.
- It was recommended that window heights be required to be in proportion to the front facades of adjacent structures.
- It was requested the requirement for a two-story building be removed from the building height requirements.
- Under the façade requirements, it was requested that reference to approval by the Zoning Administrator be changed to the “Planning Commission”.
- Referring to windows and doors, it was suggested “opaque materials” be defined to include items such as stained glass, frosted glass and etched glass.
- When addressing building roofs, the group suggested requiring a similar roof line which prevails on adjacent structures.

- Foust inquired if the group would like sign requirements included in the design standards manual or if the city’s sign ordinance should be referenced. The group concurred that the Sign Ordinance will address specific requirements for the C-2 District.
- Addressing building setbacks, the group expressed a desire to allow ramps in the right of way for improved handicap accessibility.
- The group requested that non-zero setback requests for buildings be considered on a case-by-case basis and allowable where appropriate for a pedestrian oriented plaza.
- It was suggested language relating to off-street parking “discourage” off-street parking in front of the building and any sidewalk, north of Water Street; except for private driveways.
- Herb Baldwin offered to assist and provide input on a proposed plant list to include in the Design Standards. He noted various vines could be incorporated as a design element.
- Relating to fencing requirements, the group concurred they would like to allow rock, brick and iron rod fencing but prohibit chain link fencing, which is now allowed in other commercial districts.
- The group requested the addition of standards relating to outdoor stairways and suggested requiring that the stairway adhere to the architectural nature of the building. It was also suggested that the text refer to the recognition of the importance of the viability of the downtown, allowing access and use of the second levels of buildings.
- Within the lighting section, commissioners requested the removal of references to “street lights”. They requested inclusion of information relating to security lights.
- It was suggested that text be includes relating to banners which compliment and not hide architectural elements of the building.
- It was suggested the following be added or expanded: streetscape/street trees, public art, specialized seating areas or mini parks and green spaces.
- Consideration for the location of pole signs or public signs was also suggested.
- Within the application process, the group requested the inclusion of text referencing the variance procedures.

B. Commissioner Interview.

The three commissioners present conducted an informal interview with applicant Jon Levar.

The Planning Commission asked Mr. Levar a series of questions that were dispersed by Mr. Janish. After the interview was completed Mr. Levar left the room.

It was the consensus of the Commissioners present to recommend Mr. Levar to the Mayor and Council for appointment to the Planning Commission.

C. Community Growth Options – Zoning Ordinance, C-2 Update

Planning Consultant Joanne Foust referenced a redline copy of the C-2 Zoning Ordinance. She provided an overview of proposed changes as a result of the earlier survey and Planning Commission input. The group provided input on the Purpose statement, requesting the text be amended from tourist draw to tourist destination. Foust noted the list of permitted uses was consolidated from a list of 106 types of businesses to approximately 50, and regrouped into categories. Commissioners requested automotive services, furrier and diaper services be removed from the list of permitted uses. The remainder of the zoning ordinance, including conditional uses, a new interim use category and the various performance standards were reviewed.

Foust noted the next steps in the process are to finalize the Design Standard Manual and C-2 Ordinance at the July 14th meeting and discuss incentive programs. An open house and public hearing are proposed for the August 11, 2009 meeting. Commissioners suggested advertising the event on Explore Jordan website, the city website, mailings to the Chamber of Commerce, Commercial Club and business owners.

Morrell invited Commissioners to attend a 1000 Friends of Minnesota CGO event on June 18, 2009 from 7 -9 pm. at the Earle Brown Heritage Center. She noted Randall Arendt will be presenting on “Transforming the Strip: Towards a Smarter, More Sustainable Future for Gateway Approaches” relating to commercial development standards.

Foust informed the group that the DNR is currently accepting applications for DNR Metro Greenways’ Community Conservation Assistance grant program. Applications require a 25% match, and are due July 1, 2009. Foust will email Janish program information. Foust also noted FEMA is accepting application for fire halls. This application is due July 10, 2009.

D. Adjournment.

The workshop adjourned at 9:15 p.m.

Respectfully submitted,