



**City of Jordan
City Planning Commission
Meeting November 10, 2008**

Members present: Vice Chair Jan Gilmer, Jeanne Marnoff (Council rep.), Rolf Hafslund, and John Watkins.

Official representatives: Lezlie Vermillion, Michael Sabota, and Tracy Cervenka, from Scott County.

Staff present: Mayor Ron Jabs, City Administrator Ed Shukle, Joanne Foust of MDG, Inc., Senior Planner Joe Janish, and Planner Casey MacCallum.

Others present: None.

- 1.0 *Call to Order.* Vice Chair Jan Gilmer called the Planning Commission to order at 6:26 p.m.
- 2.0 **Adopt Agenda.** Moved by Jeanne Marnoff, seconded by Rolf Hafslund, to adopt the agenda as presented, but acknowledge that item 5A "Transportation Presentation" will begin at 7:00pm.
- 3.0 **Minutes.** Motion John Watkins, second by Rolf Hafslund, to accept the October 14, 2008 Planning Commission Minutes as revised. Unanimous approval. Jan Gilmer abstained.

4.0 **Public Hearings:** There was 1 public hearing.

- A. **Interim Use Permit Application – Steinmetz (Minnesota Critter Getter).** As presented by Senior Planner Janish. Dave & Sandra Steinmetz of Minnesota Critter Getter (the applicant) are requested an extension in time to operate an "Animal Control Holding Kennel" on the parcel located at 230 Quaker Avenue in Jordan (PID 229190122) owned by Steve Williams (Per tax records: Bob & Steve's Auto World II, 1221 Washington Avenue South, Minneapolis MN 55415).

The maximum stay for any dog or cat would be five days. After this time period the animals would be released to the Humane Society. The applicants have indicated they intend to temporarily house small domestic animals. They will not have any exotic animals. The applicant has noted that while the primary animals housed will be dogs and cats, there may be other animals on site. By law, they are required to take all animals including "dangerous dogs". If a dog/animal has bit another animal or person and they are unable to locate rabies vaccination reports, they must quarantine the animal in the facility for ten days. This would be the only exception to their maximum five day stay for animals on-site.

In October and November of 2006 the applicant appeared before the Planning Commission originally proposing a Conditional use for the site. The Conditional Use Permit was denied with an Interim Use Permit being issued in its place on November 20, 2006 by the City Council. This IUP allowed a two year time period for the applicant to operate the business from this location.

Currently the applicant continues to look for another site and would like to continue to operate the facility until a new site is found. Staff is proposing an extension of the IUP until the current contract with the surrounding municipalities expires which in December 31, 2010. Staff is also proposing the same conditions as in 2006 for the IUP. According to the Community Service Officer no complaints have been filed on the property owners.

Minnesota Statutes, Chapter 35.71, 346, 347 (attached), and MN Rules 1720.1330-1578, govern kennels. A copy of the applicable statute was attached for Planning Commissioner's information. As noted in M.S. 347.42, all kennels must be licensed by the MN Board of Animal Health at 625 Robert Street North, St. Paul, MN 55155. The facilities are also required by statute to be inspected periodically by the MN Board of Animal Health. The City of Jordan's City Code, Chapter 117: Animal Businesses governs animal kennels and includes the requirements in order to receive a license (was attached). The Applicant has all required licenses and pass all inspections.

The IUP approval should be conditioned upon the applicant completing and receiving a City Kennel License.

PUBLIC HEARING. Opened at 6:33pm and closed at 6:35pm. Only the applicant spoke.

COMMISSION DISCUSSION: The Commissioners discussed the background and history of the IUP. Staff clarified and Commissioners discussed the request to remove the parking requirement.

Motion Rolf Hafslund, second Jeanne Marnoff, to recommend the City Council approves the Draft Resolution with the removal of the parking requirement. Unanimous approval.

5.0 New Business. There was 1 item of new business.

- A. Transportation Presentation.** Lezlie Vermillion, Michael Sabota, and Tracy Cervenka, from Scott County came to the Planning Commission to discuss the County's vision for transportation. Specifically they discussed the connection between transportation and land use, access requirements, overview of their plan, goal to develop consensus with communities, and their goals for the 2030 Comprehensive Plan.

6.0 Old Business. There were 2 items of old business.

- A. Sign Ordinance Discussion.** As presented by Planner MacCallum. The Planning Commission discussed (1) discussed the mural provisions, and possibly defining grotesque; (2) discussed the JEDA's suggested criteria for temporary signage, amending the 5 day requirement to include signs with dated events, and removing the requirement for a Temporary Sign permit in all Residential Districts; (3) the Sign Area calculation for permitted signage in the C3 district, to which the Commissioners preferred the calculation based on the building length for several reasons including the prevention of signs on properties without buildings. The Commission tabled the discussion for the 7:00pm Scott County Transportation presentation/discussion. Planner MacCallum discussed the future timeline for open houses, distributing information and the Draft Sign Ordinance, through adoption; noting that there is a considerable amount of time to change the provisions.

- B. Comments on LMNC presentation.** As presented by Senior Planner Janish. Staff discussed future presentation opportunities from LMNC with the Commission.
Informational only, no motion.

7.0 Planners Report. Staff had nothing to report.

9.0 Commissioners report. No Commissioners spoke.

10.0 Adjournment. *Moved by John Watkins, seconded by Rolf Hafslund, to adjourn at 9:08pm. Motion unanimously approved.*

Respectfully Submitted,

Casey MacCallum
Jordan Planner