



**City of Jordan
City Planning Commission
Regular Meeting November 12, 2013
Jordan Council Chambers**

Members present: Chair Tom Sand, Vice Chair Gene Flynn, Rolf Hafslund, Jeanne Marnoff, Sally Schultz and Council Representative Jeff Will

Not Present: Lance Schmitt

Staff present: Corrin Wendell, Senior Planner, Joanne Foust, Planning Consultant, and Laura Chamberlain, Planning Intern

Others Present: Don Howard, EDI; Dino Diperna, et al; Barbara Lee; Thom Boncher.

1.0 Call to Order

Chair Tom Sand called the meeting of the Planning Commission to order at: 6:30 p.m.

2.0 Adopt Agenda

Motion by Schultz, seconded by Marnoff to adopt agenda as presented. With all in favor, the motion carried 6-0.

3.0 Approval of Minutes

A. October 8, 2013 Regular Meeting Minutes

Motion by Will seconded by Marnoff to approve the October 8, 2013 meeting minutes to approve minutes with a revision to reflect accurate date, the motion passed 6-0.

4.0 Public Hearings

A. Conditional Use Permit – 224 S. Broadway

Senior Planner Wendell introduced the background information about the Conditional Use Permit request by Rising Times, LLC to add a ground floor residential unit to their building in the C-2 Central Business District. The applicant met all standards for a ground-floor unit laid out in the C-2 Central Business conditional use provisions, except for required off-street parking. As such, the Planning Commission can advise the City Council to allow parking relief. City Staff recommended that the Conditional Use Permit be approved following the Public Hearing.

Chair, Tom Sand, opened the Public Hearing at 6:36 p.m.

Receiving no public comment, Chair Sand closed the Public Hearing at 6:37 p.m.

The Planning Commission opened their discussion. Discussion followed discussing details of the interior remodel and safety requirements. Council Representative Will asked about on-street parking in front of the building. Diperna said that current tenants use on-street facilities and have never had an issue. Diperna will also provide a letter asking the City Council for relief from parking standards because the building takes up the entire lot, with no room for off-street parking. The applicant also expressed plans to redo the façade of the building in the future, once finances allow. The Commissioners thanked Diperna for investing in Jordan.

Motion by Flynn, second by Schultz to recommend the City Council approve the proposed Conditional Use Permit for a residential use on the first floor of commercial property located at

224 South Broadway Street, as presented. Motion passed 5-0 with an abstention from Council Representative Will, because of a personal relationship with the applicant.

B. Text Amendment – SEC. 154.120 R-5 Manufactured Home District and Ch. 151 Manufactured Home Park Regulation

Planning Consultant, Joanne Foust, introduced the background on the proposed text amendments to Section 154.120 and Chapter 151 of the City Code. These amendments resulted from discussion at the October 8, 2013 meeting of the Planning Commission, with the intent of adding regulations for manufactured home parks built in Jordan after January 1, 2014. City Staff conducted research on other Minnesota Cities' requirements regarding garages for manufactured homes. Staff recommended that following a public hearing, the Planning Commission prepare a recommendation to the City Council to amend the previously stated sections of the City Code, with or without requirements to construct a garage on-site.

Chair Sand opened the Public Hearing at 6:52 p.m.

With no public comment, Chair Sand closed the Public Hearing at 6:52 p.m.

The Planning Commission opened their discussion. Vice Chair Flynn verified that visitors would have off-street parking available. Hafslund commented that he thought requiring garages was still a good idea, with each unit having their own garage, or share with neighbor, but no row garages. Chair Sand asked if other cities don't require garages because of the increased costs and expressed concern about pricing out low income residents. Foust added that the Metropolitan Council anticipates less demand for building manufactured home parks in the future.

Motion by Hafslund, second by Schultz to recommend the City Council approve the City Code text amendments as presented, with the addition of a garage requirement. Motion passes 6-0.

C. Text Amendment – SEC. 154.020 Definitions and SEC. 154.142 C-2 Permitted Uses and SEC. 154.152 C-3 Permitted Uses.

Planning Consultant Foust introduced the background on the proposed text amendment to Section 154.020 and Section 154.142 of the Zoning Ordinance. Such amendments would add "brewery, micro-distillery, micro-brewery, micro-winery and tap room" to the SEC. 154.020 Definitions, and those uses as Permitted Uses in the C-2 Central Business District and C-2 Highway Commercial District. City Staff recommended that following a public hearing, the Planning Commission recommend the City Council approve these text amendments as presented.

Chair Sand opened the Public Hearing at 7:05 p.m.

With no public comment, Chair Sand closed the Public Hearing at 7:05 p.m.

The Planning Commission opened their discussion. Hafslund commented approvingly that the language of the text amendments follows the language of the new liquor licenses in place.

Motion by Marnoff, second by Flynn to recommend to City Council the text amendments to the Zoning Ordinance as presented. Motion passed 6-0.

5.0 New Business

A. Site Plan Review – 1060 Quaker Avenue

Senior Planner Wendell introduced the site plan provided by Engel Diversified Industries (EDI) for their proposed addition to their existing facility at 1060 Quaker Lane. The expansion would be 10,000 sq ft of warehouse and storage space. City Staff recommended the Planning Commission approve the site plan as presented.

Hafslund asked if expansion would provide parking strains or add additional jobs. Don Hayward, EDI representative, answered EDI has 51 employees right now, at most there are 40 at a time due to shifts, and the expansion has potential to add six more jobs. Because of this, no parking strains are anticipated. Marnoff asked if the future addition will need more parking, staff replies that low-intensity uses can be given relief from parking standards. Fire safety issues were discussed. The Planning Commission thanked Hayward and EDI for investing in their business and strengthening Jordan's economy.

Motion by Hafslund, second by Will to recommend to the City Council the approval of the Site Plan for 1060 Quaker Lane in the I-2, as presented. Motion passed 6-0.

B. Design Review – 415 Broadway Street S

Senior Planner Wendell introduced the proposed Design Review for 415 Broadway Street S, in the C-2 Central Business District. Bree Properties LLC brought the designs for a façade improvement to the historical Jordan brewery. City Staff affirmed that the plan meets the design standards of the Central Business District Design Standards Manual, and recommend the Planning Commission prepare a recommendation to the City Council for approval of the Design Review as presented. The applicant will also apply for the Façade Improvement Grant with the EDA.

Council Representative Will commented that he was glad the design standards set by the Planning Commission are being utilized and are a success, especially for a building as prominent as the brewery. Questions concerning the historical integrity of the improvements, as well as the National Register of Historical Places was raised. Barbara Lee, of Bree Properties, LLC, responded that the architect has worked with them before on other Downtown Jordan buildings. She would do some research on the status of the brewery regarding the Register. Hafslund asked if the outdoor seating area would cause the loss of parking. Lee replied that there is already a sidewalk in that space, so parking won't be lost. The Planning Commission thanked Lee for continuing to invest in Jordan.

Motion by Schultz, second by Marnoff to recommend to City Council that the Design Review be approved as presented for 415 Broadway St. S. Motion passed 6-0.

C. Site Plan Review Amendment – 830 Corporate Drive

Senior Planner Wendell introduced the background on 830 Corporate Drive, which was approved for a Site Plan on April 15th, 2013, but the current finished building is in non-compliance with the approved site plan, as such a Site Plan Review Amendment is needed. City Staff recommended the Site Plan Review Amendment be approved.

Audience member Thom Boncher expressed concern that people make changes to approved plans and then ask for permission later. Chair Sand reiterates previous discussion about oversight by the Building Inspector. A discussion followed questioning the job of the City Building Inspector and if it should include Zoning verification. Council Representative Will, Commissioner Hafslund, and Chair Sand expressed interest in meeting with the Building Inspector to be able to discuss what he looks at now. Wendell said the City Administrator was looking into the issue, and any discussions over the role or contract of the Building Inspector should be made to the Administrator, not to the Inspector himself. She then suggested that Ed Shukle attend the next Planning Commission meeting to discuss with the Commissioners.

Motion by Hafslund, second by Will to make recommendation to the City Council for approval of the Site Plan Review Amendment with a comment that the process of building structure changes and design approval in regards to the City Building Inspector be reviewed. Motion passed 6-0.

D. Zoning Map Amendments – Call for Public Hearing

Planning Consultant Foust introduced a recommendation that the Planning Commission call for a Public Hearing on proposed amendments to Chapter 154 Zoning Ordinance. The changes would rezone three parcels to become consistent with the Comprehensive Plan.

Motion by Marnoff, second by Flynn to call for a public hearing for December 10, 2013 regarding the amendment. Motion passed 6-0.

6.0 Old Business

None

7.0 Planners Report

A. Next Regular Meeting – Tuesday, December 10, 2013

Staff asked if the Planning Commissioners liked the new electronic delivery of Commission packets; Commissioners gave a positive response.

Wendell gave an update on the ThriveMSP & Met Council 2040 population forecast. She will be bringing a letter to City Council that expresses concern to the Met Council about under projections.

B. Review of Community Planning Month

8.0 City Council Member Update

Council Representative Will told the Planning Commission that he voted against the Downtown Master Plan because he feared it would restrict opportunities in Jordan. Hafslund responded that the plan looks at how Downtown Jordan will be used in the future, not today.

9.0 Commissioner Report

Chair Sand commented on the “Station” being vacant, and possibly needing a new sign with new tenants. He then asked about the satellite toilet in Lagoon Park last winter and if something similar would be there this year. Public attendee Thom Boncher stated that a winter event in the park necessitated a few portable toilets and one was left behind for use during the rest of the winter.

Hafslund commented on a Downtown business with car storage space on site, where the lot seems to be vacant. Staff said they would look into the issue and see if a Conditional Use Permit is in use on the property.

Marnoff thanked City Staff for their good work.

10.0 Adjournment

Commissioner Hafslund made a Motion, Schultz seconded, to adjourn the meeting at 8:12 p.m. The Motion was approved unanimously.

Respectfully Submitted,
Laura Chamberlain, Planning Intern