

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION MEETING JULY 12TH 2016**

1.0 CALL TO ORDER

Present: Tom Sand, Sally Schultz, Jeff Will, Brenda Lieske, Toni Walsh, Jesse Soller, Jane Bohlman.

Absent: None.

Also Present: Andrew Barbes, Jo Foust, Andrew McIntyre, Barb Lee

2.0 ADOPT AGENDA

3.0 APPROVAL OF MINUTES

Motion Brenda Lieske second Toni Walsh to approve the June 14, 2016 minutes regular meeting. Motion approved. Vote all ayes.

4.0 PUBLIC HEARINGS

The Planning Commission conducted a public hearing on an amendment to the Zoning Ordinance, Chapter 154. Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the Planning Commission will accept input on the adoption of an Ordinance to opt-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

Hearing started at 6:35PM no one from the public came for the public hearing.

Motion Jeff Will second Jesse Soller to close public hearing, hearing closed at 6:37PM Motion approved. Vote all ayes.

4.0 A Temporary Medical Housing

Consultant Planner Foust updated the Commission on new legislation, signed into law on May 12, 2016, allows property owners to place a mobile dwelling (no larger than 300 sq. ft.) on their property, as temporary/transitional housing for family members with mental and physical disabilities on-site. The legislation allows cities to opt out. This must be completed via Ordinance by September 1, 2016. Some communities have expressed concerns with the legislation or have noted their zoning ordinances provide for these housing needs. As a result, the League of MN Cities has provided a sample Ordinance to Opt Out of the New Health Care Dwelling Law. The commission discussed the new law and wanted to opt out of this premade language and relook at how to make an ordinance that will work for Jordan.

Motion Jeff Will second Jesse Soller to opt-out of Ordinance requirement of Minn Stat §462.3593 which defines and regulates Temporary Family Health Care Dwellings. Motion approved. Vote all ayes.

5.0 NEW BUSINESS

A. Minor Subdivision-305 and 309 Hillside

Intern Planner Andrew McIntyre presented a request for a minor subdivision of the lots located at 305 and 309 Hillside Drive. The applicant has provided proof of ownership of the parcels and each property is located in the R-2 meeting minimum lot sizes, sets backs and lot width.

Motion Tom Sand second Jane Bohlman to approve the Minor Subdivision of 305 and 309 Hillside Drive contingent upon the second half of 2016 taxes being paid and final review by the City Attorney and City Engineer. Motion approved. Vote all ayes.

B. Design Review 415 Broadway Street

Planner Barbes presented the design review for exterior improvements to Jordan Brewery located at 415 Broadway Street S. being the building is in the C-2 District design standards to apply to the property. The applicant is proposing a balcony/deck entrance to a door located 6 feet off the ground floor. The proposed development meet the architecture and materials provisions of the Architectural Control and Building materials Section 154.310 in the code. The proposed improvements will include iron rod spindles to accent the rest of the building and be a custom made deck to restore the buildings historic nature. The wood will be a Aztec decking in the Kona color. There are no changes to doorways, windows or parking.

Motion Jesse Soller second Jane Bohlman to approve the Design Review of 415 Broadway Street. Motion approved. Vote all ayes

C. Comp Plan Grant

Consultant Planner Foust updated the Commission the City of Jordan must review and update its comprehensive plan as required by the “decennial” review provision of Minnesota Statutes Section 473.864, subdivision 2; and The Metropolitan Council has adopted a need-based eligibility criteria for awarding available local planning assistance grant funds to help grantees review and update their comprehensive plans, as required by the “decennial” review provisions of Minnesota Statutes Section 473.864, subdivision 2. According to this criteria, the City of Jordan is an eligible city, as defined in Minnesota Statutes Section 473.121, for a \$32,000 grant. Planning assistance grant funds will be made subject to terms and conditions contained in Metropolitan Council grant agreements.

The Planning Commission was asked to prepare a recommendation to the City Council to adopt the enclosed resolution, authorizing the submittal of the grant application. The grant would be up to \$32,000 to assist with the 2040 Comprehensive Plan update.

Motion Jeff Will second Tom Sand to adopt the enclosed resolution, authorizing the submittal of the grant application Motion approved. Vote all ayes

6.0 OLD BUSINESS

A. Comp Plan- Parks Chapter

Consultant Planner Foust presented the DRAFT language for the Parks, Trails and Recreation Chapter of the Comprehensive Plan. The Metropolitan Council requires cities to include a chapter on Park and Trails within the Comprehensive Plan. They note: “Parks and open space are key contributors to the region’s livability, sustainability, and quality of life. Parks and open space strengthen residents’ physical, psychological, and social wellbeing by providing opportunities for recreation, stress reduction, and social interaction. Natural areas provide environmental benefits by preserving natural resources, reducing air pollution, and managing storm water runoff. The 2040 Regional Parks Policy Plan is the metropolitan system plan for the Regional Parks System. The Regional Parks System was created by the Legislature in 1974, and is supported by the Metropolitan Council in partnership with ten regional park implementing agencies that own and operate regional parks and trails. The Regional Parks System is one component of the greater recreation and open space system that includes local, state, and federal parks and open space areas, as well as private and nonprofit facilities. All play an important role in supporting and protecting the overall outdoor recreation system and should be recognized in your local comprehensive plan.”

The minimum requirements for this chapter include:

- Describe, map, and label the Regional Parks System facilities that are located in your community.

- If no portion of the Regional Parks System falls within your community, state that fact in your comprehensive plan.
- Describe, map, and label the federal and state recreational lands within your community, as shown on your System Statement.
- Depict existing regional parkland with a land use of “Park” (or your community’s equivalent) on your Existing Land Use map.
- Acknowledge the Council-approved master plan boundaries of regional parks, park reserves, and special recreation features by guiding the properties with a land use of “Park” (or your community’s equivalent) on your Future Land Use map. They also suggest coordination with the regional park agencies and review of land uses to ensure they are compatible with proposed parks.

The DRAFT language will be further developed following a Community Visioning Session, Park and Recreation Commission input and Council input.

No Motion needed.

7.0 PLANNERS REPORT

Next Regular Meeting- WEDNESDAY AUGUST 10, 2016 (due to elections our meeting will move to Wednesday)

8.0 CITY COUNCIL MEMBER UPDATE

9.0 COMMISSIONER MEMBER REPORT

Toni Walsh spoke about the Scott Count Fair is happening in the end of July.

10.0 ADJOURNMENT

Motion to adjourn Brenda Lieske Second Jesse Soller Motion approved. Vote all ayes Meeting ended 7:56 PM