

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
MAY 8, 2018**

1.0 CALL TO ORDER

Present: Tom Sand, Toni Walsh, Jane Bohlman, Robert Whipps, Jesse Masloski, Jeff Will
Also Present: Addison Lewis, Planner/Economic Development Specialist, Lucinda Meyers,
Planner, Lauren Walburg, Planning Intern
Absent: Sally Schultz

2.0 ADOPT AGENDA

Motion Whipps, second Walsh to approve agenda. Vote all ayes. Motion Approved.

3.0 APPROVAL OF MINUTES

A. April 10, 2018 Meeting Minutes

A. April 10, 2018 Meeting Minutes

Motion Bohlman, second Walsh to approve minutes as presented, Vote all ayes. Motion Approved.

4.0 NEW BUSINESS

A. PUBLIC HEARING: Request for preliminary plat, final plat, vacation of easements, and conditional use permit for outside storage for Minger Construction at 620 Corporate Drive.

A. PUBLIC HEARING: Request for preliminary plat, final plat, vacation of easements, and conditional use permit for outside storage for Minger Construction at 620 Corporate Drive.

Planner and Economic Development Specialist Addison Lewis presents agenda item to the commission. Applicant, Minger Construction, requests the following: vacation of drainage and utility easements on subject parcels; preliminary and final plat approval; Conditional Use Permit for outdoor storage.

Lewis indicated that the proposal is in conformance with current zoning and the future land use designation. Lewis indicated that all drainage and utility easements would be vacated and entirely new ones would be designated on the final plat. Lot requirements for the applicable zoning district are met and illustrated in the site plan submitted by the applicant. Lewis provided aerial images of property and the properties surrounding showing outdoor storage as a use

prevalent in the area. Criteria for application evaluation was provided and conditions for approval were outlined in the staff report.

Commissioner Whipps asked for clarification on the vacation of the drainage and utility easements, Lewis indicated that all easements would be vacated and new ones will be established with the new plat.

Commissioners Whipps and Will inquire about the fees associated with sewer and water. Lewis indicated that those fees would be collected on the additional square footage which was formerly an Outlot and therefore not collected prior.

Chair Tom Sand opens the public hearing at 6:41 p.m and closes the hearing at 6:42 p.m.

Motion Whipps, second Walsh to recommend the City Council adopt a resolution approving the vacation of the drainage and utility easements as requested. Vote all ayes.
Motion Approved.

Motion Walsh, second Whipps to recommend the City Council adopt a resolution approving the preliminary plat subject to the conditions outlined in the staff report. Vote all ayes. Motion Approved.

Motion Bohlman, second Walsh to recommend the City Council adopt a resolution approving the final plat subject to the conditions outlined in the staff report. Vote all ayes.
Motion Approved.

Motion Whipps, second Bohlman to recommend the City Council adopt a resolution approving a conditional use permit for outside storage at a 23:1 land to building ratio subject to the conditions outlined in the staff report. Vote all ayes. Motion Approved.

B. [Comp Plan Update - Resilience Chapter](#)

B. [Comp Plan Update - Resilience Chapter](#)

C. [Comp Plan Update - Implementation Chapter](#)

Planning Intern Walburg presents the resiliency chapter of the comprehensive plan. There are three components - community baseline, existing conditions, goals and implementation. Walburg explains that we plan for resiliency to create a more sustainable future, and in cases of emergency, to be able to respond in timely manner that is cost effective. Resilience is more than just environmental, disasters are costly. Walburg explains resiliency is also an image boost to show the City is taking action to improve the environmental character of the community as well. Jordan is currently a Step 3 city in the GreenStep Cities program to implement and promote sustainability initiatives

Commissioner Whipps inquires whether we got the sol smart accreditation finalized.

Walburg answers that we are currently pursuing the bronze accreditation.

Walburg gave an overview of existing conditions for energy use in Jordan, stressing a focus on commercial/industrial energy reduction. Walburg discusses solar energy potential in Jordan and the requirements from the Metropolitan Council that this be a part of the comp plan. Jordan is working on recycling and waste reduction and received a grant from Scott County to promote organics recycling. The City may also pursue tree city USA designation. For goals and implementation, the City wants to make sure all departments are involved. The City is pursuing recognition through the GreenStep cities and sol smart programs. The City will be appointing staff and council members to be resilient leaders. Finally the city will also be focusing on public engagement and use of metrics to measure success throughout the process.

C. Comp Plan Update - Implementation Chapter

Planner Meyers presents the Implementation chapter of the Comprehensive Plan. The chapter identifies methods to implement the comp plan and its objectives. It identifies three components: official controls, CIP, and Housing Implementation Program. The City is required to ensure our zoning ordinance is consistent with our plan within 9 months. The City plans to rezone several properties around downtown to C-1 and will update description and uses in C-1 district. The purpose of the CIP is to identify and prioritize projects, and identify sources of funding. The housing plan outlines strategies to maintain and offer balance of lifecycle housing. The City is also looking to maintain and offer a variety of housing types. The City is required to enforce ordinances to ensure properly maintained housing.

5.0 OLD BUSINESS

A. Color Palette for C-2 Signage

A. Color Palette for C-2 Signage

Planner Meyers presents a discussion about signs in the C-2 Central Business District and the associated color palette. Meyers states that the way that the central business design standards manual reads, it doesn't appear that it was to apply for signs, but our zoning code says it applies. Staff is looking for a motion to either repeal the requirement for signs, amend the color palette to add colors, or keep the palette as is. Repealing the color pallet would require a code text amendment.

Commisioner Whipps states that he likes option 2.

Chair Sand states with option 1, it would open color options up to anything.

Commissioner Masloski inquires whether an awning is considered a sign?

Commissioner Will states this all had to do with the EDA grant.

Planner Meyers states if you apply for a facade grant, it has to be compliant with the downtown plan.

Commissioner Walsh states it's hard because the new awning at Pekarna's looks really nice.

Will states if I recall, this was specifically developed for renovations and not supposed to be for signs.

Whipps inquires as to if we just add a bunch of colors to the accent colors because a sign only takes up so much space anyway and would fall within the space allowed for an accent color. If you have an established logo with colors, you're not going to want to change it.

Walsh asks what if we just add white and black.

Meyers clarifies that we want to keep the color palette.

Masloski states we should add a third row that just applies to signs.

Meyers says we would say existing colors apply for signs but we're expanding it to include these other colors just for signs. This avoids us having to go through a comp plan amendment.

Whipps states maybe we could use the accent colors as "primary" colors for the signs and then add some other additional colors for signs.

Meyers clarifies that staff should add black and white

Walsh wants to add red

Will states there's a lot of companies that have red in their logo.

Meyers states this is a good compromise to maintain the existing historic character but allow people to use their colors without a variance.

Will says, playing devil's advocate, look at the food shelf sign. That's over 25%. Do we want to increase it to up to 33%?

Sand says what about getting a permit for the sign. Nobody gets one and that's an issue. We can spend all this time writing this ordinance but people just put up signs without asking.

Whipps inquires how much a sign permit costs.

Planner Lewis states \$25 plus .25 cents per square foot.

Whipps states, to me it seems easier to establish a policy and enforce it going forward.

Sand inquires as to how someone gets a sign permit.

Planner Lewis responds that they can find the form online or come in and get one. They need to include a plan with dimensions, sign location, and anything that our ordinance regulates.

Walsh states I think we need to add red.

Whipps makes a motion to add black, white and red to the primary sign colors, second by Toni Walsh, all ayes, none opposed.

Whipps asks what kind of red?

Walsh states fire engine red.

Walsh makes a motion that we approve all colors under the sun as sign accent colors and add flag red primary sign color. Second by Jane Bohlman. All ayes, none opposed.

Whipps makes a motion that we add a separate palette for the signs from the building colors, Second by Toni Walsh. All ayes, none opposed.

6.0 PLANNERS REPORT

A. General Updates

Meyers gives updates starting with the new Pekarna sign. She says the City is moving along with comp plan and at next meeting will hold a public hearing for the comp plan. The council will then authorize staff to distribute for affected community review. We're looking at wrapping up the comp plan within the next 8 months and then we don't have to do for another 10 years. We received an application from Scott County CDA for a comp plan amendment and rezoning for more senior housing.

Sand states the senior housing development makes sense, you've got a pharmacy, clinic, grocery store, liquor store. If you want to get rid of your house and stay in Jordan, that's one way to do it. There's a lot of people my age and even younger that are looking at that.

Meyers states we've had a tough time getting those lots to develop as commercial.

Whipps mentions that could change with the overpass.

Will inquires what is the average rent being charged at that facility compared to if a private entity were supplying the housing? He will question this with any new Scott County CDA development. You've got a philosophical decision to make because it could be that private developers can't compete with the County CDA. I don't know if that is the case.

Sand states it's just senior housing, it's not income based.

Will states that he is just trying to find out why there isn't other private senior housing being developed. Is it too hard to compete with the CDA? I just want to gather facts.

Meyers states also with our next meeting, we're anticipating a variance application coming through. I haven't received the application yet so can't give you much more information.

Meyers also states Bridle Creek has started their development. We bought ten acres for a future park just south of Stonebridge.

Sand asks has there been any discussion of what will go out there?

Will wants something we don't have currently. Maybe a sledding hill.

Whipps states a temporary shelter or stage would be great.

B. Next Meeting- June 12, 2018

7.0 CITY COUNCIL MEMBER UPDATE

Will states they had a visioning session. Question for staff about comp plan - what's the least restrictive, C-1 or C-2

Meyers responds that the list of uses is much longer in the C-2 than in the C-1, however, the plan has always been to rezone those parcels as C-1 and then amend the C-1 accordingly.

Will states by having these stricter designations on properties, it handcuffs the developer to having to go through this long process to develop in our town.

Sand states the question is always how that affects the other properties around us.

Whipps states I think Lucinda did a nice covering everything from the Council meetings

8.0 COMMISSION MEMBER REPORT

Commissioner Bohman inquires about trees on the boulevard - if the tree has to come down, does the resident pay for that or does the city pay for that.

Meyers responds that you can't take trees down without permission from the city. If the city decides it's diseased, then the property owner can remove that tree if it abuts your property. It's your responsibility to maintain it.

Bohlman states there's one in the ROW that's old and dead near my house and that is going to be very expensive to cut down. I'm worried it's going to fall.

Meyers states she will look into the ordinance and get back to Bohlman as far as who pays.

9.0 ADJOURNMENT

Motion by Whipps second by Walsh to adjourn at 8:08pm

8.0 COMMISSION MEMBER REPORT

Tanya Velishek, Mayor

ATTEST:

Tom Nikunen
City Administrator