

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
FEBRUARY 13, 2018**

1.0 CALL TO ORDER

Present: Tom Sand, Jane Bohlman, Toni Walsh, Jesse Masloski, Robert Whipps, Jeff Will

Absent: Sally Schultz

Also Present: Lucinda Meyers, Planner

2.0 ADOPT AGENDA

Planner Meyers requested item 5 A. Request for Comp Plan Amendment and Rezone come before item 4 A. Discussion of Goals for 2018.

3.0 APPROVAL OF MINUTES

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

A. January 9, 2018

A. [January 9, 2018 Planning Commission Meeting Minutes](#)

5.0 OLD BUSINESS

A. [Request for Comp Plan Amendment and Rezone](#)

[5 A. Request for Comp Plan Amendment and Rezone](#)

Planner Meyers presented the staff report on the request for Comp Plan Amendment and Rezone. The applicant, Ken Dowell, requested the Comp Plan be amended to change the Comp Plan designation for the subject properties from Commercial Highway to Medium Density Residential and for the zoning map to subsequently be changed from Highway Commercial (C-3) District to Townhouse and Multifamily Residential (R-4) District.

Chair Sand inquired upon the status of the existing private property issue between the applicant and the industrial property- Fertimix- north of the subject property, pertaining to access to Fourth Street from the Fertimix property, and the existence of easements. Sand stated that the commission directed the applicant to resolve this issue at the previous meeting.

Attorney for Fertimix, Dale Moe, informed the commission of the existence of easements on the subject property, stating that there is a 40-foot easement along the northwestern property line and a 30-foot easement running along the western property line. Moe stated that the concept plan submitted by the applicant shows a driveway and two and one thirds of a building extending into

the easement. Moe stated that his client's main issue with the request is that of safety, specifically with the proximity of his client's truck traffic to the proposed land use.

Commissioner Whipps asked Moe whether the easement is recorded or prescriptive? Moe stated that the easement was recorded when the property was sold from the railroad.

Todd Christenson, representative of the applicant, informed the commission that the updated site plan features two (2) fewer units than the original concept plan. Christenson stated that the units were removed from the west end with the intention of accommodating an easement. Christenson informed the commission that the easements are currently being researched and that easement issues are typically discussed during the preliminary plat. Christenson stated that there is more work to be done and to date nothing has been set in stone.

Commissioner Bohlman asked Christenson how they will handle anticipated resident complaints about semi-truck traffic on the property. Christenson stated that he is under the impression there are only a few semi's and that the future property owners will know what they are buying. The owner of Fertimix stated that there are over 300 trips per year, that the business is seasonal, and that the summer is the busiest.

Referencing a statement made by Christenson that the proposed development would not be catered to families, commissioner Walsh asked Christenson why it would not. Christenson stated that the target demographic is retired people and older people.

Commissioner Whipps stated concern about the lack of resolve to the access issue, with consideration to the fact that it was originally cited during the concept plan phase. Whipps also cited concern with the loss of commercial land, stating that the future addition of an overpass at highway 169 will potentially cause a loss of existing commercial land.

Commissioner Will mentioned the city's visioning sessions that have taken place on land use, stating that a key outcome of the sessions was the identification of land for commercial redevelopment. Will indicated that the entrance/exit to town, which includes the subject property, was a key site in the discussion. Will stated that Broadway Street is heavily traveled, and that the best use for the subject property is commercial due to traffic and visibility.

Motion Will second Bohlman to recommend denial of the request to amend the comp plan. Vote all ayes. Motion approved.

Motion Will second Whipps to recommend denial of the request to amend the zoning map. Vote all ayes. Motion passed.

Commissioner Will restated that he would like to see the site developed in line with the existing zoning. Commissioner Whipps stated he is in favor of mixed use or commercial development of the site.

Christenson stated that in all of his years in the business he has never received concept plan approval from the City Council and then denial from staff. He stated that the property owner,

Ken Dowell, will be evicting the current tenant. Christenson indicated that he has met with Bob, of Fertimix. Christenson also stated that the applicant has come a long way with the project and that they are disappointed and confused.

Addressing Christenson, Chair Sand stated that it's not that the commission doesn't like the product, they simply wish to follow their existing land use guidance. Sand stated that the city reserves the right to make its own decisions.

Referring to a previous statement of Christenson's, Planner Meyers stated that the city neither approves or denies concept plans. The purpose of the concept plan is to receive input from the Planning Commission and City Council.

Christenson stated that they might look at another plan that includes more property but that it will be all residential.

4.0 NEW BUSINESS

A. Discussion of Goals for 2018

4 A. Discussion of Goals for 2018

Planner Meyers presented staff memo. The commission began discussion with the first action step- *Ordinance review/updates*. Planner Meyers stated that the sign ordinance, specifically the height requirements for signs in the C-2 should be reviewed. Commissioner Whipps stated that he would like to see the city move away from granting variances and CUP's and towards granting Interim Use Permits (IUP's) instead. Whipps requested research be conducted on IUP's as they relate to signs so that they have a sunset date as opposed to running with the land in perpetuity. Commissioner Will stated he believes the sign ordinance was intentionally created to allow the council to regulate signs on a case-by-case basis. The commission reached consensus on reviewing the sign ordinance, specifically the C-3 height requirements, and looking into the use of IUP's.

Commissioner Whipps stated that he would like to review the parkland dedication ordinance, stating he does not believe the city should provide developers the option of cash-in-lieu of land. The commission agreed that research should be done on parkland dedication.

Planner Meyers stated that there is some basic 'housekeeping' that could be performed on the Zoning Ordinance and the commission agreed.

Moving to the next action step- *Increased collaboration with other City Commissions and organizations*- commissioner Will stated he would like the commission to have bi-annual joint-meetings with the EDA. Will suggested the meetings should occur in the fall and spring. The commission reached consensus on an annual joint-meeting with the PRAC.

Commissioner Whipps indicated he is interested in collaborating with other planning organizations like the Met Council. Commissioner Will proposed collaboration with MnDOT.

The commission expressed favor for combining the following action steps: *Identify the role of the commission in the marketability of the community; Recruit volunteers to serve on the commission.* Commissioner Walsh works in marketing and expressed interested in marketing the commission, the works of the commission. Planner Meyers explained a marketing campaign that could be undertaken for all of the commissions. Consensus was achieved on further pursuing marketing and undertaking the described campaign.

Action step- *Expand educational opportunities for the commission-* was discussed. The commission stated they're open to educational opportunities, and meeting with other cities to learn about what they're doing.

The commission discussed action step- *Educate the community.* Commissioner Will floated the idea of utilizing the building permit/ building permit process as one such opportunity. Will stated he would like to see the process streamlined and for materials to be delivered in a digestible format. Will stated applicants should be educated on the need for building permits for specific jobs.

The commission discussed Action step- *Form a joint subcommittee to assist in implementation of the Downtown Master Plan,* agreeing that the document should be reviewed and updated.

The commission agreed on maintaining the following action steps: *Rezone properties to comply with the Comprehensive Plan; Full update and implementation of the Comprehensive Plan; Conduct zoning research to inform potential additions or updates to the Zoning Code* and removing the following action step- *Support the development of a footprint of the Hwy 169 interchange.*

Chair Sand said that he would like the city to further promote, advocate senior rental housing, similar to the Brentwood CDA above library. Commissioner Walsh stated that Prior Lake recently built beautiful senior housing. Sand stated that demographics substantiate his argument. The commission discussed bringing this up at a joint meeting with EDA, where marketing ideas could be further generated.

Commissioner Walsh stated she would like to see more storefronts downtown occupied. Walsh would like the commission/EDA to discuss possible incentives to consider. Walsh stated that rentals are greatly needed.

Commissioner Masloski stated he believes the role of the commission should be reactionary.

Commissioner Will stated he fears Lagoon Park will turn into a hodge-podge of mismatched things and would like the city to develop a master plan for the park, which should be rustic in nature.

6.0 PLANNERS REPORT

- A. General Updates
- B. Next Meeting- March 13, 2018

7.0 CITY COUNCIL MEMBER UPDATE

8.0 COMMISSION MEMBER REPORT

10. ADJOURNMENT

Motion Walsh second Whipps to adjourn. Vote all ayes. Motion Approved.

Tanya Velishek
Mayor

ATTEST:

Tom Nikunen
City Administrator