

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

1.0 CALL TO ORDER

Present: Jane Bohlman, Jesse Masloski, Robert Whipps, Jeff Will

Also Present: Addison Lewis, Planner/Economic Development Specialist, Lucinda Meyers,  
Planner

Absent: Tom Sand, Sally Schultz

Meeting called to order at 6:35 pm.

2.0 ADOPT AGENDA

Motion by Bohlman, second by Masloski, to approve agenda. Vote all ayes. Motion Approved.

3.0 APPROVAL OF MINUTES

A. October 9, 2018 Meeting Minutes

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

4.0 NEW BUSINESS

A. PUBLIC HEARING: Request for Variance at 309 Hillside Drive

Planner Meyers presents the item requesting for variance at 309 Hillside Drive, which would allow for the owners to be able to build a detached garage in front of the principle structure. The removal of one tree would be required, the proposed garage would match the house, and all else would conform to the zoning code.

Whipps opens the public hearing at 6:48 pm. There were no members of the public present to speak on the item. Whipps closes the public hearing at 6:48 pm.

Will notes that it was a trendsetting home in the mid-century because it was one of the first in the area to have a carport. Masloski points out that his house is nearby and the ravine on part of the property is a major feature in the area. The ravine is a barrier to the construction of a detached garage in the rear of the property, in addition to its irregular shape.

Masloski motions to recommend approval of the variance as long as it follows the required conditions. Will seconds motion. Whipps asks if the neighbors have been notified. Meyers says

that a notice has already been provided to all properties within 350' of the subject property, per state statute. Vote all ayes. Motion Approved.

B. PUBLIC HEARING: Request for Conditional Use Permit to allow a two-family dwelling at 304 1st Street W

Planner Meyers presents the Request for Conditional Use Permit to allow a two-family dwelling at 304 1st Street W. The property is R-2, within the shoreland overlay district, and in the 100-year floodplain. The owner, Al Weierke, is in the audience. Two-family dwellings are allowed in the district as a conditional use.

Meyers says that at one point the house had been a two-family unit but that it changed at an unknown point in time into a single-family.

Whipps opens public hearing at 7:01 pm.

David Reinke, 316 1<sup>st</sup> St W, is opposed to the permit. He says the City should be preventing the addition of more rental properties. He says there is not enough parking on the lot for the cars. He says rental properties are bringing housing prices down in the area. Bohlman asks how many of the properties in the area are rentals. Reinke responds that half on the street are rentals.

Al Weierke, the property owner, says the City showed a survey indicating that more rentals are needed.

Weierke, 101 Sawmill Road, says that they are putting the property back to its original use. He says there is little traffic on the street. He says the garage is likely 60+ years old and implies that the garage placement is questionable because of its old age.

Whipps says we would have to figure out more about the garage due to the floodplain. Weierke says there are plenty of places to accommodate the parking needs on the property. Whipps says an issue is that the properties must be combined as a condition. He sees no barrier as far as the garage's size being off.

Whipps closes the public hearing at 7:08 pm.

Masloski asks if improvements in the required conditions require the property to fix the third floor. Meyers says not necessarily, but it could be included as a condition.

Bohlman asks if the driveway is used by two residences. Meyers says it is technically public ROW. Whipps says not everyone can use it based on his understanding. Will says that there are no straight property lines downtown and that is why many permits have to be obtained downtown and that the property line issue of this property is common.

Reinke says that renters will not take good care of the property.

Bohlman asks how many cars could fit on the driveway. There is shared concern that cars will block each other in the driveway. Meyers shows the driveway and garage doors on the screen to clarify where the garage doors are and how many spaces there are. There is no building permit on file authorizing construction of the garage. Weierke believes it may be 60 years old or more and this may be why there is no permit. Whipps says the city engineer should look at the structure. Whipps suggests to move the motion forward to City Council so that they can discuss it.

Whipps suggests the 2<sup>nd</sup> and 3<sup>rd</sup> floor units should be combined prior to renting. Bohlman agrees renters don't take care of properties sometimes. Weierke responds that they, the property owners, take care of the property themselves.

Motion by Whipps to recommend approval of the CUP with conditions and to have staff look into the issue occurring in the ROW. Second by Will. Bohlman abstains. Masloski votes in favor. Motion approved.

#### C. Design Review – 209 Broadway Street S

Planner Lewis presents the proposed building facade improvements to the property at 209 Broadway St S. Lewis says the design approval maintains the character of the area and he shows the proposed improvements to the property, which include new brick, Kasota stone, windows, doors, lighting, and sign tower feature.

Masloski asks about the brightness of the proposed lights and if there are any code restrictions. Lewis is not sure of a metric in place that would apply but says he will also discuss with public works to see if there is an issue with brightness within the right of way. Whipps agrees that with the apartments across the street, it would be good to look at the lighting requirements. Will says he doesn't think it would be unreasonable to require downcast lighting.

Masloski asks if it is intended that the signage on the structure have one or multiple signs. Lewis answers that the owner does not yet know how many tenants might move in. Masloski asks about the design of the arch on top, and Lewis responds that he made a recommendation to square off the sign tower feature, as the example picture is more suburban looking. Masloski adds that the arch looks out of place in downtown. Will adds that there are plenty of arches downtown, particularly in windows. Masloski says it would be an improvement for this property and Bohlman agrees it would be great for a business to move in.

Bohlman motions to approve the design as proposed. Second by Whipps. All ayes. Motion Approved.

#### 5.0 OLD BUSINESS

#### 6.0 PLANNERS REPORT

Planner Lewis provided an update on a number of items, stating that staff is still working to market the city owned properties in the Whispering Meadows development to interested hotel

developers. Staff is also still working with Scott County CDA on their proposed Phase 2 for Brentwood Court. Staff expects the CDA to submit plans sometime in early 2019. A business directory map has also been made and posted on the city website. Whipps suggests that when there are tournaments, we should have brochures available to be able to advertise businesses in town. Bohlman agrees it is a good idea. Lewis added that Pineview Townhomes construction is moving along and that the city received a \$1M grant for a roundabout at Creek Lane and 282. Meyers says she's been working with the owner of 401 Broadway St. S to open a coffee shop and is exploring adding a drive-through.

#### 7.0 CITY COUNCIL MEMBER UPDATE

Will says we need to interview for open seats on the Planning Commission. Two seats have become open to staff's knowledge. Will says now that we have the grant, we can get better estimates of what the roundabout will look like and cost. Regarding residential rental property, Will says that we as a Planning Commission cannot dictate who buys property. We have ordinances in place that regulate property maintenance but we cannot dictate who buys property.

Will says it makes sense why the city keeps their ROW near the 304 First St W property to access the Creek. Staff and Commission discuss the parking situation at the property. Will adds that there are houses near the disputed one that have no off-street parking. Lewis reiterates that this property must become compliant if it is to become a duplex. Meyers says there are no regulations as to how many people can live in the duplex. Whipps adds that parking is probably Reinke's largest concern.

#### 8.0 COMMISSION MEMBER REPORT

#### 9.0 ADJOURNMENT

Motion by Will to adjourn, second by Masloski. All ayes. Meeting adjourned at 8:08 pm.

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Tanya Velishek  
Mayor

ATTEST:

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Tom Nikunen  
City Administrator