

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
FEBRUARY 11, 2020**

1.0 CALL TO ORDER

Present: Tom Sand, Jane Bohlman, Bob Bergquist, Robert Whipps, Brenda Lieske, Amanda Schuh

Also Present: Lucinda Meyers, Senior Planner, Nathan Fuerst, Planner/Economic Development Specialist, Megan Pavek, Planning Intern

Meeting called to order at 6:32 pm.

2.0 ADOPT AGENDA

Motion by Bohlman, second Lieske to adopt the agenda as presented. Vote all ayes. Motion carried.

3.0 APPROVAL OF MINUTES

A. January 14, 2020

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

4.0 NEW BUSINESS

A. PUBLIC HEARING: CUP Request 350 Valley View Drive- Vehicle Sales

Meyers presented the CUP application for Dave Siwek. He previously came before the commission for a zoning text amendment to allow vehicle sales in the I-2 district. Now that vehicle sales are allowed as a conditional use, the applicant would like to sell the vehicles that he acquires on his property through his main business, Siwek Lumber.

The applicant plans on selling roughly 12- 20 vehicles and or trailers per year. He intends to store around 0-4 onsite at a time. The property already experiences a high volume of traffic onsite due to the operations of Siwek Lumber, so staff and the applicant do not foresee any issues or negative impacts. There is also an 8 ft privacy fence that screens the property from the road it is located on.

Chair Sand opens the public hearing at 6:40 pm.

The applicant inquires on whether the commission or staff have any questions for him. There are no questions.

Chair Sand closes the public hearing at 6:41.

Whipps suggested incorporating a limit to how many vehicles can be sold and stored there at a time. All commissioners agreed.

Schuh inquired on whether city staff had received any feedback from the public after mailing PH notices. Meyers responded that there was not.

Motion by Whipps, Second Schuh to recommend approval of the CUP with the condition that no more than four vehicles are stored onsite at a time, and no more than 20 are sold per year. Vote all ayes. Motion Carried.

B. 2020 Planning Commission Strategic Plan

Fuerst presented the 2020 Planning Commission Strategic Plan and noted that the first objective focuses on zoning and subdivision ordinance updates. There are numerous action items listed that require discussion, and will ultimately improve the interpretation and enforcement of the City Code.

Staff would also like to facilitate collaboration between the Planning Commission and the City Council on an “as needed” basis. Lieske inquired on the last time this had been done. Meyers responded that the last joint meeting was in 2018. The 2020 Strategic Plan and the upcoming adoption of the 2040 Comprehensive Plan will create ideal opportunities to touch base with City Council and make sure everyone is on the same page.

Under Objective 1 of the Strategic Plan, Action Item 8 has its own timeline and will align with the Comprehensive Plan’s vision for the C-1 district. Planning Staff gave background information on the upcoming effort and requirement to bring the Zoning Code and Map in line with the Comprehensive Plan.

Whipps inquired about whether the changes will result in the City spending more on future Comprehensive Plans. Meyers responded no, and that the biggest change will be the expansion of the Downtown area. In order to do this, a number of properties will have to be rezoned from R-2 to C-1 but is critical if they want to capitalize on the City’s biggest assets.

Motion by Bergquist, Second Whipps to adopt 2020 Strategic Plan. Vote all ayes. Motion Carried.

C. Review of the Downtown Master Vision

Fuerst presented about the history of Jordan's nearly decade old Downtown Master Vision and listed various efforts that the city has taken to meet the implementation plan laid out in the vision document. The implementation plan is a useful tool because it allows staff and commissioners to review which goals have been accomplished and what the status is of those yet to be completed.

Fuerst stated that Roet's Jordan Brewing, the City's incubator project, was attracted to locate in the City of Jordan due to the vision that the City had for its downtown. Sand agreed that the vision was a worthwhile investment by the City.

Schuh inquired whether there are plans for any more incubators to be implemented in the city. Fuerst responded that there are currently not. Schuh also proposed that any language related to the Chamber of Commerce needed to be removed because it has since been dissolved.

D. Discussion Item: Parkland Dedication

Meyers presented Parkland Dedication research. Whipps inquired on whether every developer has chosen the cash in lieu option. Meyers responded that Pineview is an example of a recent development that chose to put in parks instead of paying cash in lieu. Bridle Creek 9 and Stonebridge 3 and 4 were developed at the same time and none of these developments dedicated parks so the City chose to purchase adjacent land for Grassmann Park using the cash contribution.

At their meeting last month, PRAC recommended that a park study be conducted and revisions to the parkland dedication ordinance be made. Whipps inquired on who would conduct this new study and was concerned with the cost. Sand asked Whipps if he preferred that staff conduct the study. Whipps responded no. Lieske expressed that accuracy should be prioritized over money and suggested asking Bolton and Menk to do a bid before it goes to council.

Whipps stated that even if the cash in lieu fees are high, it doesn't seem to have deterred any developers. Meyers stated that multi-family housing is the main concern, while single-family housing is not being affected. Staff does not want to deter developers who are interested in constructing multi-family housing, especially since this type of housing has been identified as a need within the community.

Schuh confirmed that these calculations were established in 2014, and then inquired on how staff calculated parkland dedication fees before then. Meyers responded that prior to the current ordinance, staff would calculate 10% of the land being platted and require that amount for parkland dedication. Sand stated that parks are very important to Jordan residents and they are always wanting more. Grassmann is a good example of cash in lieu benefitting the public, but this not always the case.

Bohlman inquired on whether the older part of the city will ever get more parks. Meyers explained that the older parts of the city are already built out which makes it difficult to create new parks. Whipps added that if the levee is built and residential properties are taken, it would create additional parkland in Lowertown.

Meyers explained that there is no sense of urgency- staff noticed some inadequacies with the ordinance as written and implemented and felt it appropriate to discuss possible solutions to improve the methods used to calculate parkland dedication requirements. The recommendation from the PRAC will be received by the City Council- the Planning Commission can also make a recommendation if they would like to but it is not necessary. Bergquist stated that he trusts the judgement of PRAC, however all members agreed that this is a topic that Council, Planning Commission, and PRAC should all be involved in.

Schuh suggested obtaining bids for a parks study and adding that to the PRAC's recommendation. Schuh made a motion to recommend the PRAC's recommendation with the addition of obtaining bids for the parks study. Whipps amended the motion to include edits to 153.11 L (10) of the Subdivisions Ordinance.

Motion by Schuh, Second Lieske to recommend the PRAC recommendation to City Council with the conditions of obtaining bids for a park study and changing the code language in section 153.11 L (10) of the Subdivision Ordinance to be more streamlined. Vote all ayes. Motion Carried.

5.0 OLD BUSINESS

A. Discussion Item: R-4 Density

Senior Planner Meyers presented the item, stating that it has returned for further discussion per the request of the Planning Commission for further research. Meyers stated that it would be difficult to construct a high density building which conforms with both the density and the height requirements. Surrounding communities in Scott County, with the exception of Elko New Market and New Prague, allow at least 40 ft or 4 story high buildings. Meyers commented that other cities in Scott County have opted out of regulating floor area ratio (FAR). Multi-family housing has been identified as a need in the community.

Whipps recalled that when density was increased, the other measures of density were intentionally left as is so the developer would require a PUD and the city could collect the parkland dedication funds.

The commission agreed that the PUD process is tedious and is time and money intensive for the city and for developers.

Motion by Lieske, second Bergquist to recommend increasing the building height in the R-4 to 40 ft or 4 stories high, whichever is less. Vote all ayes. Motion Carried.

6.0 PLANNERS REPORT

Meyers reported that staff has consulted with the Minnesota Pollution Control Agency and the Department of Health to confirm that the Ballard Funeral home is in compliance with state regulations. Due to the sensitive nature of some of the information, the full report cannot be released to the public. However, the City is in receipt of an official letter from the MPCA which verifies the compliance of the facility, along with copies of relevant licensure. All of this can be released to the public.

Lieske inquired about the Peiper Property. Meyers stated that the SW Interceptor is laying the groundwork by adding value to the land surrounding this property. This may act as incentive to developers to pursue this land.

Fuerst reported that all of the recent zoning code housekeeping amendments have been approved by the City Council, and that the commission will proceed with more substantive code amendments.

Delia's All in One has a grand opening event this Thursday and all are welcome!

7.0 CITY COUNCIL MEMBER UPDATE

Whipps reported that Jordan leased one of it's trucks the City of Carver. The last City Council meeting was fairly short but the bid for alleyway improvements was approved recently.

8.0 COMMISSION MEMBER REPORT

9.0 ADJOURNMENT

Motion by Whipps, second Schuh, to adjourn at 7:57. Vote all ayes. Motion carried.

Tanya Velishek, Mayor

ATTEST:

Tom Nikunen, City Administrator