

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
MARCH 10, 2020**

1.0 CALL TO ORDER

Present: Tom Sand, Jane Bohlman, Bob Bergquist, Robert Whipps, Amanda Schuh
Also Present: Lucinda Meyers, Senior Planner, Nathan Fuerst, Planner/Economic Development Specialist, Megan Pavek, Planning Intern

Meeting called to order at 6:33 pm.

2.0 ADOPT AGENDA

Motion by Whipps, second Bergquist to adopt the agenda as presented. Vote all ayes. Motion carried.

3.0 APPROVAL OF MINUTES

A. February 11, 2020

Motion by Bohlman, second Schuh to approve the minutes as presented. Vote all ayes. Motion approved.

3.0 NEW BUSINESS

A. TH 169/TH 282/CR 9 Official Mapping

City Engineer Mike Waltman presented the official map of the Highway 169, Highway 282, and County Road 9 interchange. The purpose was to inform the Planning Commission on the official mapping process and prepare them for a discussion that will take place in April, when a public hearing will be held and further action is required. By mapping the footprint for this project, it removes uncertainty for property owners and potential developers. It also helps facilitate public purchase of property if/when needed, and helps designate land for any future use. The project will cost roughly 35 million dollars, so it relies on at least two different federal funding programs. Waltman also noted that if an official map is part of an application, it is more likely to be approved and the project will then receive necessary funding. Waltman opens up the floor to questions.

Bohlman inquired on how this project will affect businesses. Waltman responded that nothing on the south side of Highway 169 will be mapped. The only parcel that will be

mapped is Bobby and Steve's property. Most of the parcels that will be mapped and or affected are located in the public right of way.

Sand asked how this construction will impact surrounding wetland. Waltman explained that a culvert may be installed and that a consulting agency will address any concerns that the DNR may have. Waltman also stated that there is a general consensus on prioritizing project adjustments that meet any environmental needs that come up. Sand clarified that the official map makes the application more complete, and increases the chances of funding being awarded. Waltman confirmed. Bohlman clarified that the interchange will be going over Highway 169. Waltman confirmed. Commissioners were happy to finally have a visual for the project.

B. PUBLIC HEARING: CUP Request 860 Quaker Avenue- Vehicle Sales

Planner Fuerst presented the application for a CUP to allow Auto Sales in the I-2. The current uses on this parcel include office space, contracting operations, and an athletic facility for cheerleading training. The property owner would like to add an additional use, and is working with tenant JS Auto Sales to establish their business on this parcel. Auto repair would be the primary function of this business. It was also noted that the applicant intends to sell roughly 20-25 vehicles per year with no more than 5 vehicles for sale at any given time. Vehicles will be stored outdoors on the asphalt parking surface on site where construction equipment is currently being stored. Fuerst noted that this application is not in conflict with any comprehensive plan goals.

Staff recommended that the Planning Commission open the public hearing to receive input on the application prior to discussion. Conditions should then be determined that are appropriate for the use and site.

Schuh inquired on whether any feedback from the mailed public hearing notices had been received. Fuerst responded no.

Sand opened the public hearing at 6:50 pm.

Sand inquired on whether the cheerleading training is still in the building. Applicant responded that it is and that tenant has plans to renew lease for another 4-5 years. Sand inquired on whether cheerleading and auto repair/sales are incompatible uses. The applicant responded that auto repair/sales will be a more compatible than the previous tenant, which was a construction business.

Bergquist clarified that the maximum allowed is 5 cars on the lot for sale at any given time. The applicant confirmed.

Sand closed the public hearing at 6:53.

Bergquist stated his approval of the application. Schuh motioned to approve the application with the conditions that a maximum of 5 cars can be on the lot to sell at any given time and a maximum of 25 can be sold in one year.

Whipps raised concerns on differentiating between cars that are being repaired and cars being advertised on the lot for sale. Meyers asked the commission if they wanted to add striping on the pavement where cars are being stored outdoors. Whipps responded that parking requirements should be set in stone so issues won't arise in future. He also wants to ensure natural screening stays in place and cannot be removed.

Requiring applicant to provide records of sale upon request is an example of a standard condition for similar CUP's approved in the past. This provides an easy way to verify they are adhering to conditions. Whipps stated that he does not care if there is striping or not. The applicant explained that the business is subject to inspections by the state, which also monitors the number of vehicles they sell. Most of the sales occur online so they are not expecting a high amount of traffic from this particular use. Whipps asked to include a condition on the class of vehicles that can be sold there. He also preferred that the natural screening be maintained to prevent it from being cut down in the future. Applicant stated there are no plans to cut down natural screening.

Motion by Schuh, second Bohlman to recommend the approval of the CUP with the conditions that no more than 5 vehicles are stored onsite at a time and no more than 25 are sold per year, only the sales of Class 2 & Class 3 Passenger Automobiles are allowed, and the existing natural screening onsite must be maintained. Vote all ayes. Motion Carried.

C. Discussion Item: City Code Section 154.06, Zoning Amendment

Planner Meyers outlined sections of the City Code identified as requiring changes. These changes are proposed to streamline and clarify sections of code and decrease redundancies. Whipps asked if the City has to pay each time to make these edits are implemented. Meyers replied that there is a system in place, and the edits will occur in three different stages. The final stage consists of all the changes that need to be made once the comprehensive plan is adopted.

Prior to this, the commission gave direction to staff to present a few edits every couple of meetings. City Code amendments are scheduled for three phases per the Planning Commission work plan for 2020. Forthcoming amendments include the sign ordinance, and height requirements in the C-3. Whipps estimated that once the interchange is complete, more businesses will want taller buildings and signs.

Meyers asked the Planning Commission for a recommendation on both discussion items C & D.

Motion by Bergquist, second Whipps to adopt the amendment to City Code Section 154.06. Vote all ayes. Motion carried.

D. Discussion Item: City Code Section 154.371-378. Home Occupations

Motion by Schuh, second Bergquist to adopt the amendment to City Code Section 154.371-378. Vote all ayes. Motion carried.

5.0 OLD BUSINESS

6.0 PLANNERS REPORT

Meyers reported that staff is still working on the parkland dedication and the R-4 height requirement items. The commission recommended that staff receive a bid for a parkland study, and staff are meeting tomorrow to discuss study options.

Fuerst reported that staff is continually preparing code amendments to present to the Commission. There is an upcoming Ladies Night Out event this Thursday. Staff has also been working on a Downtown Summer Event Series. The main goal of these events is to draw people downtown to support local businesses during highway 21 road construction this summer.

Mousse Sparkling Wine has completed basement excavation. Construction is reportedly 2 weeks behind schedule, but the owners remain optimistic about a Memorial Day business opening. All wine and cider production will occur onsite. They will sell sparkling wine and cider, and local meat and cheese. There will be an indoor tasting room/bar as well as outdoor seating.

Staff met with a hotel company, however both parties are looking for investors so there is nothing new to report on. Once interchange is complete, staff foresees that area as being a prime spot for new development.

7.0 CITY COUNCIL MEMBER UPDATE

Schuh and the Mayor will be in attendance at Ladies Night Out. The visioning survey is out and the deadline to complete it by is May 20th. Sand stated he has received complaints about not including an envelope with the survey to send responses back in. Also lacking on instructions regarding submittal/drop-off at City Hall. Sand suggested that staff do an informative post on Facebook to increase awareness of the survey.

Whipps stated that Siwek CUP passed. He also apologized to staff for the comments made about the pay study. He acknowledged the hard work and dedication of city staff and wants them to be fairly compensated.

8.0 COMMISSION MEMBER REPORT

Bohlman asked if any new applications have been received for the open seat on the Planning Commission and indicated that Tony Walsh may be interested in returning to the commission when she moves back to town. Bergquist gave a summary of his experience serving as an election judge.

9.0 ADJOURNMENT

Motion by Whipps, second Bohlman, to adjourn at 7:33. Vote all ayes. Motion carried.

Tanya Velishek, Mayor

ATTEST:

Tom Nikunen, City Administrator