

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
March 9, 2021**

1.0 CALL TO ORDER

Present: Tom Sand, Robert Whipps, Bill Heimkes, Jane Bohlman, Bob Bergquist, Jeff Will

Absent: Brenda Lieske

Also Present: Nathan Fuerst, Planner/Economic Development Specialist; Ben Schneider, Planner; Revée Needham, Planning Intern

Meeting called to order at 6:32 pm.

2.0 ADOPT AGENDA

Motion by Whipps, second Will to adopt the agenda as presented. Vote all ayes. Motion carried 6-0.

3.0 APPROVAL OF MINUTES

A. Planning Commission Meeting Minutes, February 9, 2021

Motion by Will, second Heimkes to approve the minutes as presented. Vote all ayes. Motion carried 6-0.

4.0 NEW BUSINESS

A. Site Plan Review – 350 Valley View Dr.

Fuerst presents the site plan review for the Siwek Lumber property, which is just over 11 acres zoned I-2. The site plan includes the addition of a structure now and another structure in the future. There have been no public comments received. There is no additional parking required with the new structure and it meets the required I-2 setbacks. The site is legal nonconforming and is over the 80% impervious surface maximum. There is no impact on landscaping or screening currently, although the future building may remove some trees. The structures will use similar building materials as the other on site. Staff recommend approval of the site plan review with conditions 1-4.

Whipps asks about the screening requirements. Fuerst replies that the requirement is one perimeter tree for every 40 feet, and suggests including a replacement as a condition if that is a concern. Will asks if this is required for the whole perimeter or just along the boulevard. Fuerst replies just on the side yard abutting the residential area. Whipps wants the tree to remain and asks if housing is allowed in the I-2, citing concern over approving a building before knowing the use. Fuerst replies housing is not allowed in the I-2 and any structure would have to meet the zoning ordinance. Whipps asks if the building that burned down will be rebuilt. Fuerst replies that he doesn't have a timeline at this moment. Whipps asks how much a site plan application costs. Fuerst replies \$300. Sand asks about a building permit. Fuerst clarifies that in the future, Siwek would need to apply for a building permit, which would be reviewed for conformance with the zoning ordinance. Approving the site plan now would negate the need for another site plan review in the future and there could not be more impervious surface.

Motion by Whipps to recommend approval of the site plan with conditions 1-4 and the condition that any lost screening must be replaced. Second Heimkes. Vote: all ayes. Motion carried 6-0.

B. Minor Subdivision – 401 Broadway St S

Schneider presents the minor subdivision for the parcel encompassing Delia's, the owner is trying to sell and there was a problem with the legal description. According to county records, it is two parcels so this lot combination would reaffirm the current boundaries. Heimkes asks if this will change the driveway to the brewery. Schneider replies that this will not, and that the owners have a shared access agreement. Whipps clarifies this won't impact the assessment with the new parking lot and asks if the legal description would be changed from metes and bounds. Schneider said in the future, the County is looking to help cities with an administrative plat process to clean up the legal descriptions, however that is not in place today. Fuerst adds the county surveyor approved the legal description. Will asks if the agreements for this property use PID numbers and if that will need to be changed to avoid voiding them. Schneider replies that they might need to be amended, however there is only one PID. Fuerst clarifies the larger parcel is an outlet and the PIDs shown on the document are inaccurate. Whipps suggests considering the tax implications of administrative lot combination with accessory and principal structures.

**Motion by Will to approve the minor subdivision. Second Whipps. Vote: all ayes.
Motion carried 6-0.**

C. C-1 Rezone – Update and Discussion

Schneider presents. There was an informational session in February that was not well attended. Two mailers have been sent to affected properties and a survey was sent, there have been some comments received. Overall, the engagement from the community has been minimal. The plan is to move forward with a public hearing in April. This text amendment will repeal the existing C-1 language and replace it. The goal is to avoid creating non-conforming properties by allowing fences, garages, residential use etc. Staff are seeking feedback on the permitted and conditional uses.

Whipps said the only thing that stood out to him was the state licensed residential facility, thinking that this should be limited in capacity. Bergquist asks if gas stations are allowed. Schneider replies not currently. Fuerst clarifies the idea of the district is for lower intensity uses, as gas stations can be noisy with lights, and to not supersede the highway commercial district. Bergquist asks about convenience stores. Schneider clarifies convenience stores are allowed like a Kwik Trip without the fuel. Whipps thinks that the sale of goods should be limited to inside the residence, so as to not block the sidewalk Sand asks if it would be okay for a bakery to have tables outside to eat. Fuerst says yes if it is not on the sidewalk. Whipps asks about the funeral home. Schneider replies it is the only property zoned C-1. Whipps thinks grocery stores should be removed as allowed in the district, as there are other places for that, and thinks it will be a long time before Jordan will see a bodega. Fuerst explains that while right now, the C-1 is limited to surrounding downtown, in the long-term, it could be used a light highway commercial district. Whipps asks about a delicatessen. Fuerst replies it is a deli. Bohlman is unsure of convenience stores and suggests removing the funeral home, saying that a new one shouldn't go into C-1 as it requires a lot of parking. Fuerst explains that it is a conditional use, and parking would be reviewed, likely triggering site plan review. Whipps asks to see the map of C-1 parcels again at the next meeting.

5.0 OLD BUSINESS

6.0 PLANNERS REPORT

A. General Updates

Fuerst reports that staff are preparing for the upcoming permitting season with a streamlined process and that the Total Health Advantage site plan was approved at City Council.

Sand asked for an update on the Dakota development. Fuerst replied the City is still in discussions with the developer.

B. Next Meeting- April 13, 2021

7.0 CITY COUNCIL MEMBER UPDATE

Whipps announces the rental ordinance was reviewed with positive feedback from landlords in the City.

Heimkes is looking forward to a great year.

8.0 COMMISSION MEMBER UPDATE

Will noted that Lagoon Park Shelter was being torn down and suggested expanding the splash pad and applauded the Council for waiving liquor license fees.

Whipps replied that the splash pad wasn't being altered at this time, but there would be foot rinse stations. Heimkes agreed the splash pad was popular and crowded. Will suggested now is an optimal time if additional piping needed to be installed.

9.0 ADJOURNMENT

Motion by Whipps, second Bergquist, to adjourn at 7:25pm. Vote all ayes. Motion carried 6-0.