

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
May 9, 2023**

1.0 CALL TO ORDER

Present: Jane Bohlman, Bill Heimkes, Brenda Lieske, Sandra Johnson, Scott Penney, and Jeff Will

Absent: Ray Sandey

Also Present: Barrett Voigt, Planner/Economic Development Specialist; T.J. Hofer, Planning Consultant

Meeting called to order at 6:34 pm by Chair Will.

2.0 ADOPT AGENDA

Motion by Bohlman to adopt the agenda as presented. Seconded Johnson. All commissioners present voted ayes. And the motion was declared carried.

3.0 APPROVAL OF MINUTES

A. April 11, 2023

Motion by Lieske to approve of the April 11, 2023 Minutes as presented. Seconded by Bohlman. All commissioners present voted ayes. And the motion was declared carried.

4.0 NEW BUSINESS

A. City of Jordan Addition CUP (108 1st Street West)

Voigt presented the conditional use permit application to allow for a two family dwelling in the C-1 zoning district for the property located at 108 1st Street West.

Penney stated that the property had multiple violations in the past and he is happy to see that the new owner is restoring the property.

Motion by Lieske to recommend approval of the conditional use permit to allow for a two family dwelling in the C-1 zoning district for the property located at 108 1st Street West. Seconded by Johnson. All commissioners present vote aye and the motion was declared carried by a vote of 6-0.

B. Beaumont Bluffs Second Addition PUD Amendment

Voigt presented the application for Beaumont Bluffs Second Addition Planned Unit Development Amendment.

Penney asked for clarification on proposed reduction in lots. Voigt stated that the reduction was only effecting one block.

Lieske asked why the reduction was happening. Voigt stated that the applicant had stated it was a reaction to the market.

Johnson asked for clarification on how the phasing plan was going to be changing. Voigt stated the phasing would be restructured and the addition would be developed in 2024. Will asked why phasing was required to be established. Voigt stated that the phasing was important in planning infrastructure installment. Voigt stated that the phasing plan is part of the requirements of establishing a planned unit development. Will stated that the schedule had little value if it was amended and that the next request could be asking to double the standard. Penney stated that phasing made sense and that the City always has the ability to evaluate and grant requests.

Will called for a motion.

Heimkes motioned to approve the Planned Unit Development Amendment for Beaumont Bluffs Second Addition, as presented, Seconded by Penney. All commissioners present vote aye and the motion was declared carried by a vote of 6-0.

C. Holmes Third Addition Design Review (301 Broadway Street South)

Voigt presented the application for Design Review and noted that the applicant did not speak English, but that he may be able to act as a translator.

Lieske stated that the proposed design looks wonderful.

Penney stated that the design would likely be eligible for the façade grant. Voigt stated that the applicant is aware.

Heimkes stated that the City was interested in acquiring an adjacent lot. Johnson noted that the adjacent lot would be used for public parking. Voigt confirmed that the applicant is aware.

Heimkes asked about an opening date. Voigt translated for the applicant who stated that the business was waiting for a check from the Minnesota Department of Health.

Will asked if the proposed awning was fixed or retractable and asked about setbacks related to this. Voigt confirmed it was fixed and that the setbacks were being met.

Will called for a motion.

Johnson motioned to approve the application for design review, as presented, Seconded by Lieske. All commissioners present vote aye and the motion was declared carried by a vote of 6-0.

5.0 OLD BUSINESS

Penney stated that the City Council had approved the application for the Pauly Park Addition, but that the Council approved the plat has presented without the recommendations of the Planning Commission. Johnson stated that the City Attorney advised that the City had a fiduciary responsibility that would not allow for the City to require the homeowner association (HOA) fees. Johnson noted that the City is continuing to work with the HOA to assist how it can. Penney stated that the existing dwelling would be removed. Penney stated he was surprised by the concern around the park. Johnson stated that the plat was approved with three lots to the south, instead of the recommended two. Johnson noted that the arrangement of lots across the street were similar to the three lots. Heimkes asked about the original park dedication. Will asked where the original fee was. Voigt and Hofer stated that they were unaware of how the park dedication fees were tracked. Will stated that it would be good to know where the park dedication goes.

6.0 PLANNERS REPORT

A. General Updates

Voigt stated that there were many building permits coming into the City and some planning applications that were being discussed, but at the time there was nothing scheduled for the next meeting.

B. Next Meeting – Tuesday June 13, 2023

7.0 CITY COUNCIL MEMBER UPDATE

Council Member Penney stated he had no updates.

Council Member Johnson stated that the state member of the House of Representatives was at the City Council meeting to discuss the interchange and that there was cautious optimism about the funding for the project.

8.0 COMMISSION MEMBER UPDATE

Heimkes stated that he had enjoyed his vacation and was happy to be back. Heimkes stated that he believed someone was living in a recreational vehicle on Wood and 1st Street and that it was not allowed.

Lieske asked about what was required to have a farmer's market. Voigt stated it would require a special event permit. Lieske asked if it needed to be hosted by a certain type of organization. Voigt stated he was unsure. Johnson noted that it had been discussed at City Council and how it benefits the City.

Bohlman stated that they had no update.

Will stated that they had no update.

9.0 ADJOURNMENT

Motion by Johnson to adjourn, Second by Heimkes. The meeting was adjourned at 7:25 p.m.