

City of Mayer
Planning Commission
Meeting Minutes
Tuesday, November 3, 2015

Commission Members Present: Chairperson Tom Stifter, Les Hahn, Rod Maetzold, Krista Goedel, and Don Wachholz.

Commission Members Absent: Council Liaison Bruce Osborn and Patty Lanting.

Others Present: Don Jensen with Hidden Creek 1, LLC, Nels Nelson and Jeff Fox.

Staff Present: Planning Consultant John Anderson of Municipal Development Group, Inc.

CALL MEETING TO ORDER

Meeting called to order at 6:30 PM by Chairperson Stifter.

ADOPT AGENDA

A motion to approve the agenda was made by Commissioner Wachholz and seconded by Commissioner Maetzold. Motion carried 5/0.

APPROVAL OF MINUTES

A motion to approve the October 6, 2015 Planning Commission minutes was made by Commissioner Hahn and seconded by Commissioner Maetzold. Motion carried 5/0.

PUBLIC HEARING FOR TWO VARIANCE REQUESTS BY NELS NELSON FOR 320 ASH AVENUE TO REDUCE THE SIDE YARD SETBACKS ADJACENT TO A STREET FROM THE REQUIRED THIRTY FEET TO TWENTY FOUR FEET ON THE SOUTH PROPERTY LINE AND TO FIVE FEET ON THE NORTH PROPERTY LINE.

At 6:31 PM Chairperson Stifter opened the public hearing and Planning Consultant Anderson presented the information regarding the variance requests. He stated that this property is surrounded on all sides by either right of way or alley and that creates a practical difficulty when calculating the side yard setback adjacent to a street since both side yards are adjacent to a street.

Commissioner Hahn asked about the east ten feet of Outlot C that was recently deeded to the applicant. He felt this section should be retained by the City to allow for the possibility of the alley being improved someday.

Nels Nelson stated that Outlot C and his property was recently combined into one parcel of record.

Chairperson Stifter closed the public hearing at 6:42 PM.

A motion to recommend approval of the variance requests, with an additional condition that the applicant deed back the east ten feet of Outlot C to the City was made by Commissioner Hahn and seconded by Commissioner Wachholz. Motion carried 5/0.

PUBLIC HEARING FOR A TEXT AMENDMENT TO SECTION 152.062 OF THE ZONING ORDINANCE RELATING TO THE LOT COVERAGE REQUIREMENTS IN THE C/I COMMERCIAL/INDUSTRIAL DISTRICT.

At 6:47 PM Chairperson Stifter opened the public hearing and Planning Consultant Anderson presented the information regarding the text amendment to change the lot coverage requirements for the C/I Commercial/Industrial District.

Commissioner Maetzold asked about the side yard setbacks in the C/I district and if thirty feet was to large.

Planning Consultant Anderson stated that thirty foot side yard setbacks are common but that it is not uncommon to have a larger or smaller side yard setback. He said if the Planning Commission feels that something like twenty feet is more reasonable they could include in their motion to reduce the side yard setbacks as well in the C/I district.

Chairperson Stifter closed the public hearing at 6:55 PM.

A motion to recommend approval of the text amendment to increase the lot coverage requirements from 75% to 85% and to reduce the side yard setback from thirty feet to twenty feet in the C/I Commercial/Industrial District was made by Commissioner Goedel and seconded by Commissioner Hahn. Motion carried 5/0.

PUBLIC HEARING FOR A TEXT AMENDMENT TO SECTION 152.031 AND SECTIONS 152.153 THROUGH 152.156 OF THE ZONING ORDINANCE RELATING TO EXPIRATION DATES OF SITE PLAN REVIEWS, VARIANCES, CONDITIONAL USE PERMITS AND INTERIM USE PERMITS.

At 6:57 PM Chairperson Stifter opened the public hearing and Planning Consultant Anderson presented the information regarding the expiration dates of site plan reviews, variances, conditional use permits and interim use permits. He stated that at this time the one year expiration date is listed for variances and conditional use permits but not for interim use permits or site plan review. He stated the applicant has the ability to ask for an extension beyond the one year approval period. He also stated the language is not consistent and different for each of the items and that the proposed amendment will clarify the language and make it consistent.

Don Jensen asked if the applicant has to have the Planning Commission and City Council approve the extension prior to the one year expiration or if they just have to request the extension within the one year period.

Planning Consultant Anderson said that the language states that the applicant shall have the right to submit an application for time extension before the expiration of the one year period and does not require the extension to be approved prior to the one year expiration date.

Chairperson Stifter closed the public hearing at 7:06 PM.

A motion to recommend approval of the text amendment to amend the language relating to expiration dates for site plan reviews, variances, conditional use permits and interim use permits was made by Commissioner Goedel and seconded by Commissioner Maetzold. Motion carried 5/0.

REVIEW OF THE FINAL PLANNED RESIDENTIAL DEVELOPMENT (PRD) FINAL DEVELOPMENT PLAN FOR HIDDEN CREEK 6TH ADDTION.

Planning Consultant Anderson presented the information regarding the final development plan review for Hidden Creek 6th Addition. He stated that the R-1 Low Density Residential District

standards will be used except that the minimum lot width will be seventy five feet instead of the R-1 standard of eighty five feet.

Don Jensen stated that the plan has been reviewed and that he is looking for approval so they will be ready to start next spring.

Chaiperson Stifter asked if the covenants have been reviewed by the City.

Planning Consultant Anderson stated that no association is proposed and that applicant has said the covenants will be similar to the covenants in the previous phases. He said that he has not reviewed the covenants at this time and that covenants are private documents and the City does not enforce covenants.

Commissioner Hahn asked about the maintenance of sidewalks.

Planning Consultant Anderson stated that since they are proposed to be concrete the homeowners would be responsible for maintenance of the sidewalks in front of their lots.

A motion to recommend approval of the final development plan for Hidden Creek 6th Addition with conditions was made by Commissioner Goedel and seconded by Commissioner Wachholz. Motion carried 4/1 with commissioner Hahn voting no.

FINAL PLAT REVIEW FOR HIDDEN CREEK 6TH ADDTION.

Planning Consultant Anderson presented the information regarding the final plat of Hidden Creek 6th Addition. He stated the final plat is consistent with the preliminary plat and that the final plat would most likely go before the City Council at their first meeting in December. A that time a development agreement would be signed as part of the approval which is being draft at this time.

A motion to recommend approval of the final plat of Hidden Creek 6th Addition with conditions was made by Commissioner Goedel and seconded by Commissioner Wachholz. Motion carried 5/0.

SITE PLAN REVIEW FOR A PROPOSED BUILDING TO BE LOCATED AT 745 SHIMMCOR STREET IN THE C/I COMMERCIAL/INDUSTRIAL DISTRICT.

Planning Consultant Anderson presented the information regarding the site and building plan review. He stated condition eleven that required two additional off-street parking spaces could be removed since the applicant has now provided a survey showing the additional stalls. He also brought up the requirements for the brick to cover 30% of the front of the building. At this time only about 23% is covered and this requirement can be waived if the proposed brick is consistent with the existing buildings in the area. Planning Consultant Anderson also stated that under section 152.101 that buildings located in the C/I district must include design treatments to all metal exterior structures. He said at this time only one of the design treatments is shown and that is the 40" high brick on the front of the building.

Jeff Fox, the applicant, was present and stated he is looking for an exemption on the number of trees required. He stated that there is a group of trees on the east property line that could offset the additional eight trees that are required.

Planning Consultant Anderson stated that if the Planning Commission feels the existing trees can off-set the eight additional trees that are required, that it should be part of the motion.

A motion to recommend approval of the site plan with the amended conditions was made by Chairperson Stifter and seconded by Commissioner Wachholz. Motion carried 5/0.

DISCUSSION REGARDING THE PROPOSED SCHEDULE AND PROCESS FOR THE 2040 COMPREHENSIVE PLAN UPDATE

Planning Consultant Anderson presented the proposed scope and timeline for the 2040 Comprehensive Plan Update. He also presented the proposed chapters and what items will be required by the Metropolitan Council. He said this will go to the City Council for review at there next meeting and is looking for feedback from the Planning Commission.

No feedback was provided by the Planning Commission.

NEXT MEETING

Next scheduled meeting is Tuesday, December 1, 2015. Planning Consultant Anderson stated that a site and building plan review may be on the agenda for that meeting.

COMMISSIONERS REPORT

Commissioner Maetzold asked about the tree requirements for the C/I Commercial/Industrial District and whether they were to restrictive.

Planning Consultant Anderson stated he could do some research and present the information at the December Planning Commission meeting and if the consensus was that the requirement should be changed a motion to call for a public hearing to amend the text regarding the tree requirements for the C/I Commercial/Industrial District could be held at the January Planning Commission meeting.

ADJOURNMENT

A motion was made by Commissioner Wachholz and seconded by Commissioner Maetzold to adjourn the meeting at 8:06 PM. Motion carried 5/0.