

PLANNING COMMISSION WORKSHOP

Wednesday, February 23, 2022

6:00 p.m.

#1 Call to Order

Planning Commission Chair Duval called the Planning Commission Workshop to order at 6:00 p.m. in the Fire Department training room.

#2 Roll Call

Noted present were Commissioners Yeager, Woodward, Erickson, Gorham, and Duval. Commissioner Kallroos was noted as absent. Community Development Director Chanski, and Assistant Planner Kramvik along with Jennifer Haskamp, and Michael Lamb from Swanson Haskamp Consulting were also noted as present. City Council member Bevans attended the meeting until 7:00 pm.

#3 Review of the Proposed Zoning Code Draft

Community Development Director Chanski indicated he and Assistant Planner Kramvik worked through each section of the draft code and will discuss each section with the Commission. He encourages input and suggestions as review takes place tonight.

Jennifer Haskamp started off stating that the Zoning Districts will be the first section in the code to make it easier to navigate. She said the Table of Uses will now become Appendix A, so all uses are in one place. She indicated that the definitions are not provided in this draft but will be sent out shortly. She proceeded to give a brief review of each section and the following are some of the highlights discussed.

- Zoning Districts 515-2-1 through 515-2-21: Underwent a full rewrite
 - Density is assigned within each district and corresponds with the Comprehensive Plan
 - Public/Semi Public (PSP) – Community gathering places. Some examples are: the hospital, college, high school. Pertains to the character/use of the property
 - Park (P) – Publicly owned land. In our current code, parks are included with the zoning district where they are located and does not allow consistency of design standards among the parks.
 - Traditional Neighborhood (TN-3) – No property will be zoned TN-3 initially. This district will be assigned to properties as developers initiate and negotiate projects, and a rezoning will take place.
 - Height restrictions – cannot exceed 35' in all districts except Main Street and Town Central (45') – other heights may be allowed by CUP. Discussed setbacks when increasing heights.
 - General Commercial Accessory Structure – 500 SF maximum size, but may allow greater size by CUP/Variance
- Allowed Uses 515-3-1 through 515-3-16: Created a new table and modifications to sections

- Some of the conditions in the Table of Uses are missing; David will compile a list and send to Jennifer
 - Home Business – Removed Extended Home Business; process is simplified and can be approved by an Administrative Permit.(Administrative Permit application form will be created)
 - Outdoor Storage and Recreational Vehicles – are now in separate categories. Screening standards for outdoor storage are defined in the Landscaping section.
 - Warming Shelters – add the word “*Warming*” to Shelters in the Table of Uses.
- General Building, Development, and Design Standards 515-4-1 through 515-4-13: Updated and revised
 - Building Design Standards – added “*minimum of 25% of the primary façade abutting the ROW*” to single family residential.
 - Exterior Building Materials – revised the standards to read “*Building additions that increase the size of a building by more than 50 percent, or any modification to the street facing façade of the building that alters the front setback, or character shall be required to conform to the standards of this ordinance.*”
 - Landscaping – significant changes to the section. Discussion on the term “*adjacent*”, which will be specified in definitions as “*properties immediately touching or separated by ROW.*”
 - H. Installation and Maintenance – remove from #3: “*Landscape area shall be elevated above the pavement to a height that is adequate to protect the plants from snow removal, salt, and other hazards.*”
 - Off-Street Parking – general commercial properties are currently exempt from requirements. This section to be discussed in more depth at a later date.
 - Fences – revisions shown were discussed and agreed upon.
 - Rules and Administration 515-5-1 through 515-5-11: Reorganized, with significant changes to PUD section.
 - Starts with the Base Zoning District as the standard, with the PUD as the Overlay District.
 - Rules and Definitions 515-6: Statement about other sections of code remain valid and have been relocated.

Community Development Director Chanski announced next steps:

- Public hearing will be held at the March 16th Planning Commission meeting
- City Council will conduct the first reading of the ordinance at the March 21st meeting
- City Council will conduct the second reading of the ordinance at the April 4th meeting

#4 Adjourned at 8:45 pm.

Michael Duval, Planning Commission Chair