

MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
August 28, 2018
7:00 PM

1. CALL TO ORDER

Chairman Thompson called the meeting of the Elko New Market Planning Commission to order at 7:00 p.m.

Commission members present: Thompson, Kruckman, Smith, and Humphrey

Members absent and excused: Vetter and Ex-officio member Anderson

Staff Present: Community Development Specialist Christianson and
City Engineer Revering

2. PLEDGE OF ALLEGIANCE

Chairman Thompson led the Planning Commission in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made by Thompson and seconded by Kruckman to approve the agenda with an amendment to the General Business items A and B, reversing the order of items. Vote for: Thompson, Kruckman, Smith and Humphrey. Against: None. Abstained: None. Motion carried: (4-0).

4. PUBLIC COMMENT

There were no public comments.

5. ANNOUNCEMENTS

A. Introduction of Planning Commissioner Thomas Humphrey

Commissioner Humphrey introduced himself and provided a background for the Commission. All commissioners and staff also provided introductions for Mr. Humphrey.

6. APPROVAL OF MINUTES

A motion was made by Smith and seconded by Kruckman to approve the minutes of the June 26, 2018 Planning Commission meeting as written. Vote for: Thompson, Kruckman, Smith and Humphrey. Against: None. Abstained: None. Motion carried: (4-0).

7. PUBLIC HEARINGS

A. None

8. GENERAL BUSINESS

A. Office Use in B1 Neighborhood Business District

Chairman Thompson asked Community Development Specialist Renee Christianson to present her memorandum dated August 28, 2018 regarding “B1 Zoning District - Uses”.

Christianson reported that in 2017 the property where the Elko New Market Retail Center is located was rezoned from PUD to B1, Neighborhood Business District. The purpose of the B1 district as stated in the Zoning Ordinance is “to provide for the establishment of local centers for convenient, limited office, retail or service outlets which deal directly with the customer for whom the goods or services are furnished”.

Christianson stated that the owner of the retail center had recently contacted city hall regarding proposed office uses in the building, as he has received inquiries from real estate professional, investment firms, attorneys, and the like, who are interested in establishing office space within the building. Office use is not currently listed as a permitted use in the B1 zoning district. “Professional and Commercial (leased) Offices” are listed as a conditional use, subject to certain conditions.

Christianson noted that staff disagrees with office uses being required to obtain a conditional use permit in the B1 zoning district, and further stated that any vibrant commercial district includes a mix of uses that support and complement each other. She added there is currently an application fee of \$400, a required escrow of \$1,000, and approximately eight-week processing period for a conditional use permit.

The Commission discussed, and agreed, that the uses currently listed in the B1 Neighborhood Business District as permitted and conditional uses should be simplified. The Commission directed staff to review the current list of permitted and conditional uses and bring back a draft amendment that would simplify uses into Retail, Service, and Office type uses, etc. rather than the currently detailed list of uses.

B. Residential Lot Size Requirements

Chairman Thompson asked Community Development Specialist Renee Christianson to present her memorandum dated August 28, 2018 regarding “Residential Lot Size Requirements”.

Christianson explained that the Commission had begun the discussion regarding the topic of minimum residential lot size requirements in March of 2018 and the topic was brought to the Planning Commission’s attention because staff has repeatedly received feedback from residential developers that the market is demanding smaller lots. Because of Elko New Market’s larger minimum lot size requirement, the City is commonly seeing developer’s asking to develop their properties using PUD zoning rather than utilizing the standard R-1 zoning district requirements. She reviewed specific feedback heard from the Commission regarding the topic at the March 2018 meeting, and noted that there was not a consensus regarding reducing minimum lot size requirements and that there seemed to be three commissioners in support of reducing the minimum lot size requirement and two opposed.

Christianson noted that further research of other community's codes and the Elko New Market code had been completed and the research had been included in the Planning Commission packets. Research of other communities included Apple Valley, Belle Plaine, Burnsville, Eagan, Farmington, Jordan, Lakeville, Lonsdale, New Prague, Prior Lake, Savage and Shakopee.

The City of Elko New Market standards for the existing R1 and R2 districts were reviewed. It was noted and also depicted on a map, that the R2 district has been preserved for existing smaller lot development in an older area of town, while residential developers were directed to the R1 district standards for new residential development (9,000 sq ft lots and 85' lot widths).

Staff noted that in a review of other community's codes such as Farmington and Lakeville, and in speaking with their staff, some cities allow a developer to request from a variety of residential zoning districts. Christianson suggested that, as an alternative to reducing the minimum lot size standards for the R1 zoning district, perhaps a developer could have the option of applying for either R1 or R2 zoning for their proposed single family residential subdivision. The Planning Commission could guide R2 zoning (smaller lots) closer to transportation corridors, higher density housing or commercial areas, while the Commission could support R1 (larger lot) zoning in other areas. This would give developers some options for smaller lot sizes in certain locations without the need to apply for PUD zoning. It was agreed that PUD zoning has been used most recently primarily as a mechanism to allow smaller lot sizes than allowed in the R1 district.

The estimated cost to construct curb/gutter, street, sanitary sewer and water in front of a residential lot was reviewed, and costs were compared between varying lot sizes/widths (ranging from 60' in width to 85' in width). Also compared was the potential difference in the number of lots that could be created based on the varying lot widths. City Engineer Revering stated that the potential difference in costs and potential revenues could easily equate to a project being economically viable or not.

The Commission held significant discussion on the topic. It was suggested that, should the Commission support a developer's flexibility to apply for either R1 or R2 zoning, changes to the minimum standards in the R2 district be made and that clarifying language be added to both the Comprehensive Land Use Plan and the R1 & R2 district "purpose" to further clarify where the City would support the use of such zoning districts. It was further suggested that the R2 district standards be amended to include a minimum lot size of 8,400 square feet and a 70' minimum lot width.

- Chairman Thompson stated that smaller lot sizes help to avoid urban sprawl and make homes more affordable.
- Commissioner Kruckman stated concern that many ramblers do not fit on the smaller lots and that she supports larger lot sizes.
- City Engineer Revering stated that there has been paradigm shifts over the last hundred years and that there is currently a paradigm shift to allow smaller lots.
- Commissioner Humphrey stated that, with changing the R2 district standards, it allowed for the right lot size options.

- Commissioner Smith stated that he supported the idea that a developer could apply for R1 or R2 zoning and that the use of PUD zoning would likely be minimized.
- Chairman Thompson stated that PUD zoning can greatly increase the cost of home construction by requiring improved home standards such as brick/stone, for example.

After further discussion, the Commission directed staff draft amendments to the City's Zoning Code and Comprehensive Plan as follows:

- Change the minimum standards in the R2 district to 8,400 square foot minimum lot size and 70' minimum lot width.
- Add clarifying language to both the Comprehensive Land Use Plan and also the R1 and R2 district "purpose" to further clarify where the City would support the use of R1 and R2 zoning.
- Review the standards of the R3 district to possibly include an option for a single family detached home as a permitted use, on a potential 50' lot width.

9. MISCELLANEOUS

A. City Staff/Consultant Business Updates and Reports

Community Development Specialist Christianson made reference to her memorandum dated August 16, 2018 (included in the Planning Commission meeting packet) which provided updates on various City projects.

B. Vacant Lot Inventory

Community Development Specialist Christianson made reference to her memorandum date July 26, 2018 regarding the 2018 Vacant Lot Inventory for Residential, Commercial and Industrial lots.

10. ADJOURNMENT

A motion was made by Thompson and seconded by Smith to adjourn the meeting at 8:37 p.m. Vote for: Thompson, Kruckman, Smith and Humphrey. Against: None. Abstained: None. Motion carried: (4-0).

Submitted by:



Renee Christianson
Community Development Specialist