

**MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
November 27, 2018
7:00 PM**

1. CALL TO ORDER

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

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

Members absent and excused: Ex-officio member Anderson

Staff Present: Community Development Specialist Christianson,
Community Development Intern Haley Sevening, City
Engineer Revering

2. PLEDGE OF ALLEGIANCE

Vice-Chairman Smith led the Planning Commission in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made by Humphrey and seconded by Kruckman to approve the agenda as submitted. Motion carried: (4-0).

4. PUBLIC COMMENT

A. Oakland Property

Sheryl Petrashek introduced herself as the Realtor representing Ted and Pamela Oakland who reside at 7837 260th Street East, and stated that they had a purchase agreement with a developer who has not performed on their contract. She stated that they would be seeking additional development opportunities / investors. She asked about the recent annexation and how that may affect the Oaklands, and asked what options there may be for development of the property. She specifically asked about the possibility of large-lot development.

Christianson responded, stating that the annexation has been completed and the property is now located in the City limits. There would be minimal effect on the Oakland property, other than a change in property tax levy for the city/township portion of the property taxes. They would also be under City police jurisdiction versus the County sheriff jurisdiction and would now vote in City elections rather than the Township. Christianson stated that the City would not support large lot development of the property and that it would be considered an obstacle to orderly municipal growth. She stated that it is the City's intent to continue the extension of City sewer and water, and urban style development, to the west of the current City limit boundary.

Mr. Ted Oakland, 7837 260th Street East, also addressed the Commission and asked what affect the annexation would have on his property and what would be allowed on his property. Christianson reiterated earlier feedback, and City Engineer Revering noted that all new development is required to connect to City sewer and water.

5. APPOINTMENT OF CHAIR AND VICE-CHAIR

Christianson noted that due to the recent resignation of Chairman Thompson, the Commission must appoint a new Chair and Vice-Chair for the remainder of the appointment term, which expires on March 31, 2019. After discussion, it was moved by Humphrey and seconded by Hanson to appoint Commissioner Smith as Chairman. Motion carried: (4-0). It was then moved by Smith and seconded by Kruckman to appoint Humphrey as Vice-Chair. Motion carried: (4-0).

6. ANNOUNCEMENTS

B. Introduction of Planning Commissioner Melissa Hanson

Christianson introduced newly appointed Planning Commissioner Melissa Hanson who was recently appointed by the City Council to serve the remainder of Steve Thompson's term. Her term expires on March 31, 2021. Hanson also introduced herself, citing that she works for the Scott County Community Development Agency administering housing programs, and noting that she is passionate about affordable housing.

C. Resignation of Planning Commissioner Heather Vetter

Christianson advised the Commission that Commissioner Heather Vetter has resigned from the Commission effective October 24, 2018. The City Council has accepted her resignation and acknowledged her for her service to the City. The vacancy has been declared and advertised on the City's website and social media outlets.

D. Introduction of Community Development Intern Haley Sevening

Christianson introduced Haley Sevening who was hired as an intern and is assisting in all areas of the City government, including Community Development, Administration and Parks. Sevening is a second year graduate student at the University of Minnesota.

7. APPROVAL OF MINUTES

A motion was made by Humphrey and seconded by Kruckman to approve the minutes of the September 25, 2018 Planning Commission meeting as written. Motion carried: (4-0).

8. PUBLIC HEARINGS

A. Draft Amendment to Zoning Ordinance – Residential Lot Size Requirements

Christianson provided background information regarding on the proposed amendment to the Zoning Ordinance. She explained that the City currently has five residential zoning districts, and single family homes are currently allowed in the R1 and R2 districts, which are low density residential districts. The R3 district is a medium density district, the R4 is a high density district, and the R5 is a downtown high density / mixed use district. She noted that all new single family development has historically been directed to the R1 district, which

has a minimum lot size of 12,000 square feet and a minimum lot width of 85'. Christianson explained that recently the City has been receiving many requests and inquiries for Planned Unit Development (PUD) zoning for the purpose of requesting smaller residential lots than allowed in the R1 district, and that upon research of other communities it was found that the majority allow a smaller lot size than Elko New Market's R1 district standards.

Christianson stated that the Commission has reviewed the topic over several Planning Commission meetings and ultimately directed staff to draft an ordinance amendment that would allow a developer to request either R1, R2 or R3 zoning for single family developments, with the following directives:

- 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.
- Leave the R1 district standards as currently written.
- Amend the minimum standards in the R2 district to 8,400 square foot minimum lot size and 70' minimum lot width.
- Amend the R3 district to allow a single family detached home as a permitted use on a smaller lot size.

Christianson reviewed the proposed changes and also reviewed hypothetical infrastructure costs for a residential development and the number of lots that could be achieved using an 85' lot width versus a 70' lot width, and also the potential difference in gross revenues on a project.

Chairman Smith opened the public hearing at 7:24 p.m. Todd Priebe, 10386 Windrose Curve, addressed the Commission. He stated that he is a Realtor and that he does work with many investors and developers. He expressed his support for the ordinance amendment and noted that many other communities do allow a smaller lot. He also stated that overall, the market is going to a smaller, narrower lot size for residential development. Chairman Smith asked several questions regarding the proposed ordinance amendments. With no further comments, the public hearing was closed at 7:47 p.m.

Following discussion on the topic, it was moved by Humphrey and seconded by Kruckman to recommend approval of the proposed zoning ordinance amendment to the City Council, as contained in the Planning Commission Memorandum dated 11/27/18. Motion carried: (4-0).

9. GENERAL BUSINESS

A. Draft Amendment to Zoning Ordinance – Performance Standards

Christianson presented her staff report containing recommended changes to various sections of the Zoning Ordinance containing performance standards for various uses. She stated that performance standards for various uses are currently repeated in several different sections of the Ordinance. She recommends that they be removed from the individual zoning districts and placed only in Section 5 – General Zoning Regulations. She stated that Haley Sevensing

researched and compared the standards contained in all of the individual business zoning districts to make sure all of the standards were identical. The Commission supported the proposed changes which would simplify the Ordinance. Christianson noted that staff is working on additional clean-up items in the Zoning Ordinance and will bring additional items to the Commission for review before requesting a public hearing on the proposed changes.

10. MISCELLANEOUS

A. City Staff/Consultant Business Updates and Reports

Community Development Specialist Christianson stated that a report containing updates on various projects was contained in the Planning Commission packets. There were no additional questions regarding the report

B. Concept Sketch Plan – Aaron Le Property

Christianson stated that the City has received a concept development plan for a proposed residential development containing 81 lots, and that staff was currently compiling comments on the proposed layout. The property would require annexation. The concept plan drawing was provided to the Commission. Commissioner Kruckman noted that the layout contained 65' wide lots, and that the new proposed standards is 70'.

C. Planning Commission Questions and Comments

There were not questions or comments from the Commission..

11. ADJOURNMENT

A motion was made by Humphrey and seconded by Smith to adjourn the meeting at 8:10 p.m. Motion carried: (4-0).

Submitted by:



Renee Christianson
Community Development Specialist