

**MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
DECEMBER 17, 2019
7:00 PM**

1. CALL TO ORDER

Commissioner Kruckman called the meeting of the Elko New Market Planning Commission to order at 7:10 p.m.

Commission members present: Kruckman, Hanson and Priebe

Members absent and excused: Humphrey, Smith, and Ex-officio member Anderson

Staff Present: Community Development Specialist Christianson,
Planner Sevensing

2. PLEDGE OF ALLEGIANCE

Commissioner Kruckman led the Planning Commission in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made by Hanson and seconded by Priebe to approve the agenda as submitted. Motion carried: (3-0).

4. PUBLIC COMMENT

There was no public comment.

5. ANNOUNCEMENTS

There were no announcements.

6. APPROVAL OF MINUTES

A. It was moved by Hanson and seconded by Kruckman to approve the minutes of the November 26, 2019 meeting with one spelling correction. Motion carried: (3-0).

7. PUBLIC HEARINGS

A. None

8. GENERAL BUSINESS

A. 2040 Comprehensive Land Use Plan

Christianson introduced the agenda item, noting that at the November 26, 2019 Planning Commission meeting each individual chapter of the draft 2040 Comprehensive Plan was reviewed. She explained that staff wanted to provide a more in depth review of proposed changes to the land use chapter, transportation chapter, and parks chapters of the draft Plan.

A presentation was provided. Christianson specifically reviewed proposed changes to the land use chapter, in particular the land use changes proposed along the CSAH 2 corridor, the changes proposed near the I35/CSAH 2 interchange, and changes proposed in the downtown Elko area. In regards to the transportation chapter of the Plan, Christianson noted that a “commercial collector street” designation has been added to the Plan, and that reference to the diverging diamond interchange has been added to the Plan. Also added to the transportation section was reference to a traffic operation change requests, adoption of Level of Service C for the City’s transportation system, and guidance on when a Traffic Impact Study would be required.

Sevening reviewed the proposed changes to the Park and Trail Plan. She reviewed the various park designation, included the service areas and typical sizes for each. She reviewed the existing park service areas for Elko New Market’s existing parks. Sevening also reviewed standards for determining the amount of gross park land in the City. She noted that the City should prioritize development of neighborhood parks, community parks, and community playfield/athletic complexes. She reviewed the proposed 2040 Park and Trail Plan map and specifically reviewed proposed changes from the 2030 Park and Trail Plan map.

Following the presentation by Christianson and Sevening, and dialogue with the Planning Commission, it was moved by Kruckman and seconded by Hanson to recommend that the draft 2040 Comprehensive Plan be forwarded to the City Council for review, and that the document be distributed to adjacent jurisdictions for review and comment. Motion carried: 3-0.

B. Discuss Planning Commission Goals and Priorities for 2020

Christianson introduced the agenda item and explained that at the January 2020 Planning Commission meeting the Commission would be asked to formally adopt goals and priorities for 2020. Staff provided a list of draft goals and priorities as follows:

- Continued incremental review and simplification of Zoning and Subdivision Ordinance
- Comprehensive and proactive code enforcement
- Housing affordability and diversity (Consideration of tools such as accessory dwelling units, inclusionary zoning, TIF, Tax Abatement, etc.)
- Final adoption of the 2040 Comprehensive Plan
- Final adoption of Adelman property AUAR

9. MISCELLANEOUS

A. Resident Code Enforcement

Staff provided the Planning Commission with a copy of a letter received from a resident expressing frustration with the lack of code enforcement in the City. Staff noted that the letter specifically calls out garbage cans and recreational vehicles, which relates to a proposed ordinance amendment that the Planning Commission is currently working on.

B. Tip of the Month – Conducting a Public Hearing

Staff reviewed with the Commission basic information regarding conducting a public hearing. Specifically reinforced was the need to set the tone for the hearing, clarify the rules prior to opening the public hearing, keeping the hearing moving along, explaining the process following the public hearing, and thanking people for their input.

C. Community Development Updates & Reports

A memorandum containing updates was included in the Planning Commission packet. There were no further questions or comments regarding the report.

D. Planning Commission Questions and Comments

There were no Planning Commission questions or comments.

10. ADJOURNMENT

It was moved by Kruckman and seconded by Hanson to adjourn the meeting at 8:18 p.m.

Submitted by:



Renee Christianson
Community Development Specialist