

**MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
JANUARY 25, 2022
7:00 PM**

1. CALL TO ORDER

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

Commission members present: Kruckman, Hanson, Smith, Pipo, Schroeder and Ex-Officio member Anderson

Members absent and excused: None

Staff Present: Senior Planner Renee Christianson, Planner Haley Sevening (via remote access), and City Administrator Tom Terry

2. PLEDGE OF ALLEGIANCE

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

3. APPROVAL OF AGENDA

A motion was made by Smith and seconded by Hanson to approve the agenda as submitted. Motion carried: (5-0).

4. PUBLIC COMMENT

There was no public comment.

5. ANNOUNCEMENTS

A. Planner Christianson advised the Commission and the public that Planner Sevening will be participating in the meeting via a remote Zoom meeting connection. She noted that she will be able to view the Commission but not the audience. Christianson encouraged the Commission and Sevening to speak loudly the audience's benefit.

6. APPROVAL OF MINUTES

A. A motion was made by Smith and seconded by Kruckman to approve the minutes of the December 14, 2021 meeting as submitted. Motion carried: (5-0).

7. PUBLIC HEARINGS

A. Continued Public Hearing to Consider Proposed Zoning Ordinance Amendments – Business and Industrial District Standards

Planner Sevensing introduced the agenda item, noting that the agenda item is a continuation of a public hearing conducted on December 14th regarding proposed zoning ordinance amendments. She stated that additional written comments regarding the proposed changes were submitted by Appro Development, and that the focus of her presentation will be responding to the comments received by Appro.

Planner Sevensing explained that a review of the zoning ordinance amendments started as a result of the new Business / Limited Industrial land use category contained in the 2040 Comprehensive Plan. She explained that the Comprehensive Plan specifically identifies limited building sizes in this land use category which is intended to distinguish the Business / Limited Industrial land use category from the Industrial land use category, which allows for large scale manufacturing and distribution type uses. In doing so, Staff realized that all of the business and industrial zoning district standards could use updating.

She provided a history of Planning Commission discussion on various components of the ordinance amendments, going back to the spring of 2021. She noted that following several months of review, the Commission directed staff to prepare for a public hearing to be conducted on December 14, 2021. At the public hearing, Jack Matasosky from Appro Development requested additional time to review the proposed amendments. The Planning Commission concurred with the request to continue the hearing until the January 25, 2022, Planning Commission meeting and requested written comments be submitted no later than December 28, 2021.

Planner Sevensing then provided a summary of the individual comments contained in the Appro comment letter, along with Staff's response to each comment. An overview of the comments/requests reviewed by Planner Sevensing were as follows:

- Request to reduce performance standards and exterior building material requirements for mini/self-storage facilities
- Request to allow for deferment of required parking spaces
- Request to allow architectural precast concrete panels as a Class 1 building material
- Request to reduce the amount of required Class I building materials for non-street facing facades in the B4 and B6 districts
- Request to eliminate the maximum building size requirement in the B6 zoning district
- Request to reduce the amount of area required to be landscaped in the B4, B5 and B6 zoning districts
- Request to reduce the amount of sod required on a parcel, and allow for seeding
- Request to reduce the irrigation requirements; request to apply them to front yards only
- Request to reduce the landscaping requirements within parking lots
- Request to allow for additional permitted uses in various zoning districts
- Request to allow outdoor storage as a permitted use in various zoning districts
- Request to allow for I-1 zoning on the northern 1/3 to 1/3 of the Adelman property

In reviewing the items, Sevensing provided the Commission with specific feedback relating to what requests Staff is supportive of, the recommended changes, and what request Staff is not supportive of. Planner Sevensing stated that the City's Comprehensive Plan specifically calls for a higher level of amenities and design in the Business/Limited Industrial land use category, and asked the Commission to keep this in mind when considering ordinances that would apply to these areas. She stated that staff recommends the design requirements in the B6 district be higher than some of the other zoning districts, based on this guidance as stated in the City's Comprehensive Plan.

Following her presentation, Planner Sevensing stated that the Commission is being asked to continue the public hearing on the proposed ordinance amendments and to make a recommendation to the City Council.

Chair Kruckman opened the continued public hearing at 7:41 p.m. Jack Matasosky with Appro Development thanked the Commission for their consideration of the revisions. He asked Planner Sevensing to display pictures of the various buildings he submitted as examples. He stated that when he refers to architectural precast, he is referring to a refined product rather than a standard precast product. He showed examples of the requested custom architectural panels, noting that these panels often have integrated color, are acid etched, sand blasted, and buildings can be made to look like granite or sandstone.

Staff and the Commission discussed alternatives for allowing architectural precast as a Class 1 building material, including by conditional permit or by amending the code to differentiate between standard precast panels and architectural precast panels. Mr. Matasosky stated he is trying to be consistent with what other communities are requiring. He stated that the Adelman site is very restricted based on the presence of wetlands.

With no further comments, Chair Kruckman closed the public hearing at 7:48 p.m.

To guide Planning Commissioner discussion on the various items, Christianson suggested that the Commission discuss the items in the following general categories:

- Is the Commission supportive of the reduction in overall greenspace/landscaping requirements in various zoning district, as outlined and supported by Staff?
 - The consensus of the Commission was to allow a reduction in landscaping requirements, as supported by Staff.
- Is the Commission supportive of the reduction in green space requirements within parking lots, as supported by Staff?
 - The consensus of the Commission was to allow a reduction in landscaping requirements within parking lots, as supported by Staff.
- Is the Commission supportive of revising the table of proposed uses as suggested by Matasosky?
 - The consensus of the Commission was that they were not supportive of allowing additional uses as permitted uses, not supportive of allowing manufacturing and warehousing as a permitted use in the B5 zoning district, or allowing exterior storage as a permitted use, as requested by Appro.

- Is the Commission supportive of allowing Industrial zoning on the west side of the Interstate?
 - The consensus of the Commission was not to allow industrial zoning on the west side of I-35, but it was noted that such a change would require a Comprehensive Plan amendment, which requires a separate process.
- Is the Commission supportive allowing architectural precast panels as a Class 1 building material?
 - There was a consensus of the Commission for allowance of the architectural precast panels to satisfy the Class 1 building material requirements in the B4 and B6 zoning districts.
- Is the Commission supportive of allowing seeding in the side and rear yards in various commercial / industrial zoning districts?
 - There was a consensus of the Commission to allow for seeding in the side and rear yards, as supported by Staff.
- Is the Commission supportive of eliminating the irrigation requirements for side and rear yards in the B6 zoning district?
 - There was a consensus of the Commission to allow for eliminating the irrigation requirements for side and rear yards, but requiring irrigation in all street facing front yards, as supported by Staff.
- Is the Commission supportive of eliminating the maximum building size requirement in the B6 zoning district?
 - The Commission was not supportive of eliminating the maximum building size requirement of 100,000 as currently proposed for the B6 zoning district.

Significant discussion took place regarding the allowance of architectural precast panels as a Class 1 building material in various zoning districts.

- Commissioner Schroeder expressed support for allowing architectural precast panels in the B4, B6 and R4 zoning districts.
- Chair Kruckman expressed support for allowing architectural precast panels in the B4 and B6 districts but not the R4.
- Commissioner Schroeder agreed with Chair Kruckman's suggestion
- Commissioner Smith expressed support for allowing architectural precast in the B4 and B6 zoning districts.

Planner Sevensing asked the Commission if they were supportive of the reduction in the percentage of Class 1 building materials on non-street facing facades in the B4 and B6 districts. She explained that the proposed ordinance as drafted requires 50% Class 1 building material on street facing facades and 40% Class 1 building materials on non-street facing facades in the B4 and B6 districts. She stated that Appro's request is to reduce the Class 1 materials on non-street facing facades. She stated that Staff is open to a reduction but would need to do additional research regarding the percentage. Commissioner Smith recommended moving forward with the ordinance as currently drafted, and that the Commission could consider further reduction as future ordinance amendment.

The Commission then discussed the request to eliminate the maximum building size requirement in the B6 zoning district.

- Chair Kruckman stated that she wants to keep the west side of the interchange as the gateway to the City and would like to stick with the proposed 100,000 square foot maximum building size.
- Commissioner Schroeder stated that she would like to stick with the proposed 100,000 square foot maximum building size.
- Commissioner Hanson stated that she would like to stick with the proposed 100,000 square foot maximum building size.
- Commissioner Pipo asked for an example of a 150,000 square foot building. He stated that as long as there are opportunities for larger buildings in other areas of the City, he is supportive of limiting the B6 district to 100,000 square feet.

Commissioner Schroeder asked Staff to provide a summary of the overall discussion. Planner Christianson provided a summary, stating that the Commission is supportive of the entire draft ordinance as presented, except the Commission has directed staff to make the following changes:

- Reduce the amount of overall site landscaping requirements
- Reduce the overall parking lot landscaping requirements
- Amend the B4 and B6 district design requirements to allow architectural precast panels
- Amend the building and site design requirements specific to mini-storage facilities
- Delete the sod requirements for side and rear yards, and allow for seeding
- Delete the irrigation requirements for side and rear yards

It was then moved by Smith and seconded by Schroeder to recommend approval of the draft ordinance to the City Council as submitted, and with changes as discussed during the meeting. Motion carried: (5-0).

Mr. Matasosky thanked the Commission for their consideration of his comments and stated that he will submit definitions for architectural precast panels for further consideration by Staff.

8. GENERAL BUSINESS

A. Discuss and Adopt Planning Commission Goals and Priorities for 2022

Christianson reviewed the following goals/priorities for 2022, for consideration by the Planning Commission:

- Final review of Business and Industrial zoning district standards
- Final adoption of the Adelman property AUAR
- Develop educational modules for Planning Commissioners and/or identify continuing education opportunities / requirements
- Learn and practice meeting video etiquette and professionalism
- Review of the 2040 Comprehensive Plan
- Continued incremental review and simplification of the Zoning and Subdivision

- Continued review of tools that foster housing affordability and affordability and diversity

The Commission expressed support for continued education and training. Following discussion it was moved by Hanson and seconded by Kruckman to adopt the above Planning Commission goals and priorities for 2022. Motion carried: (5-0).

9. MISCELLANEOUS

A. 2021 Planning Commission Report / Accomplishments

Planner Christianson provided an overview of the 2021 Planning Commission accomplishments for 2021, as contained in the memorandum. Administrator Terry commended the Commission and Staff for the accomplishments.

B. 2021 Building Permit Summary Report

Planner Christianson provided an overview of the 2021 building permit summary. She noted that the City had issued an average of 15 housing unit permits per year for the past 15 years, but in 2021 the City issued 70 housing unit permits. Staff predicts continued growth based on the amount of development inquires being received by Staff.

C. 2022 Vacant Lot Inventory

The current vacant lot inventory was included in the Planning Commission packet as an informational item. There were no questions or comments from the Commission regarding the report.

D. Planning Commissioner Expectations – Attendance and Education Report

Planner Christianson stated that the Planning Commissioner expectations have been included in the packet as an annual reminder of the requirements. She noted that there have not been opportunities for Commissioners Pipo and Schroeder to meet the educational requirements because classes haven't been offered due to the Covid 19 pandemic. The Commission discussed the importance of continued Commissioner education.

E. Community Development Updates & Reports

The current community development update report was included in the packet as an informational item.

Administrator Terry advised the Commission that a new Planner, Jacob Skluzacek, has been hired and will be starting with the City within the next week.

Planner Christianson advised the Commission of the passing of former Planning Commissioner Tom Humphrey. The Commission expressed their condolences.

F. Planning Commission Questions & Comments

There were no further questions or comments from the Commission.

10. ADJOURNMENT

It was moved by Kruckman and seconded by Hansen to adjourn the meeting at 8:53 p.m.
Motion carried: (5-0).

Submitted by:



Renee Christianson
Senior Planner