

**MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
MARCH 29, 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

Members absent and excused: Ex-Officio member Anderson

Staff Present: Senior Planner Renee Christianson, Planner Jacob Skluzacek, and City Engineer Rich Revering

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 Schroeder to approve the agenda as submitted. Motion carried: (5-0).

4. PUBLIC COMMENT

There was no public comment.

5. ANNOUNCEMENTS

Planner Christianson introduced the Commission to Jacob Skluzacek, the new City Planner. Skluzacek gave a brief introduction on his education and past municipal experience. The Commission welcomed him. Schroeder asked Skluzacek if he was local. Skluzacek informed the Commission that he was from Lonsdale originally. Schroeder welcomed him home.

6. APPROVAL OF MINUTES

A. A motion was made by Hanson and seconded by Schroeder to approve the minutes of the January 25, 2022, meeting as submitted. Motion carried: (5-0).

7. PUBLIC HEARINGS

A. None

8. GENERAL BUSINESS

A. Christmas Pines – Overview of Developer Approvals and Revised Plans

Christianson gave a recap on the discussions previously held regarding the Christmas Pines development located Southwest corner of County Road 2 and 91. In 2017 the City began working with Mr. Tupy on a development. The property was initially zoned for commercial and was undesirable for commercial development due to Scott County restricting access from County Roads 2 and 91. Mr. Tupy approached the City regarding re-guiding the property to residential for a development of 20 detached townhome lots. Christianson went through a slideshow presentation that included the following:

- Approved Landscaping Plan/ Preliminary Plat
- Final Plat
- R-3 Standards/ Setbacks
- Proposed Housing Styles as presented by Mr. Tupy in 2017
- Revised House Styles submitted by Mr. Tupy in 2022– Plan A and Plan B

Gary Tupy and Ashley Rickert were present to discuss their plans further. Plan A depicts a 4-bedroom split-entry house that has almost 2700 sq. ft. between the two floors. Plan B depicts a 2-story 3-bedroom 1874 sq. ft. home. Mr. Tupy purchased the property almost 20 years ago and was originally planned to be the new location for the local gas station. After having trouble with the County over access on County Road 2, Mr. Tupy came to the City with a plan for a development of small, detached homes marketed towards empty nesters or singles. Due to rising construction costs, smaller units were essentially priced out of the market. Mr. Tupy decided that added extra square footage with a second story would be the best solution for marketing the development. Mr. Tupy asked the Planning Commission for permission to have more flexibility for the style of the house, so they did not have to come back on the agenda every time there was a slight variation in the floor plan. It was noted that the footprint/foundation size of the lots will not change, no matter what option is utilized. Discussion followed. The Commission supported allowing staff to work with Mr. Tupy on these changes as they are presented. Christianson mentioned that the Council will be informed of the discussion and the support from the Planning Commission regarding the changes in housing styles.

B. Zoning Ordinance Amendment – Discussion Regarding Landscaping Requirements in R1 and R2 Zoning Districts

Skruzacek presented the Commission with possible zoning code amendments regarding landscaping requirements in R1 and R2 zoning districts. Staff have been hearing from builders and property owners that it is getting more difficult to achieve the City requirements of having two trees located in the front yard due to the market moving towards smaller lots. The average canopy of a deciduous tree is 50' and the average diameter of a coniferous tree is 20 ft'. Skruzacek presented diagrams showing the diameter of mature trees on a 70', 80', and a corner lot. Skruzacek also included a comparison of what other nearby cities require. Most cities require one tree in the front yard and if they require two, they are flexible where the second tree can be placed. Smith found it surprising that the crab tree is not an approved tree under

City ordinance. Christianson listed all the allowed trees and mentioned that other trees may be allowed at the discretion of the building or zoning official. Smith would like to see the crab tree included on the list of allowed trees. Revering stated that he will get recommendations from a landscape architect at Bolton and Menk regarding the list of allowable tree species. Schroeder stated that she likes Lonsdale's example that two trees are required in the front yard, if there is not enough room, one may be placed in the back. She also like New Prague's requirements for corner lots which require one tree in each front yard for corner lots. Schroeder suggested a combination of both the Lonsdale and New Prague ordinances. The Commission agreed that would be their suggestion to Council as well. Pipo asked if this would be specific to certain zones. Christianson mentioned that this would apply to all R1 and R2 along with single family detached homes located in an R3 or PUD. Discussion followed. The Commission directed Staff to draft an ordinance amendment as discussed, and prepare for a public hearing regarding the matter at the next available Planning Commission meeting.

9. MISCELLANEOUS

A. Education Modules - Discussion Regarding League of Minnesota Cities Webinar – Land Use Regulations for Local Officials

Skruzacek asked the Commission if they had a chance to view the Land Use Regulations video prepared by the League of Minnesota Cities land use attorney. Christianson asked if they had any takeaways from the training. Smith mentioned it was a good refresher on communication.

Christianson reviewed the minimum education requirements for the Planning Commission and additional training opportunities that are now available through Fusion Learning Partners. She explained that there are virtual options as well as in-person options. Hanson noted that she really enjoyed the in-person conferences she had attended in the past. Christianson informed the Commission that Skruzacek will be researching prices associated with both the virtual and in-person training options. The City could extend the invitation to surrounding communities if they had anyone they wished to send as well. Schroeder did mention that she appreciated live virtual events as well.

B. Community Development Updates

Christianson provided an update on Kwik Trip which will most likely begin construction in 2023. She stated that she expects final plat applications for Ridgeview Estates and Boulder Heights 4th Addition. Discussion followed. Christianson provided an update on the proposed apartment project located near the roundabout. The developer, MWF and Joseph Development, will be resubmitting an application Housing Tax Credits and TIF. The developer informed City Staff that the project moving forward will depend on approval of the Housing Tax Credit and TIF applications.

C. Planning Commission Questions & Comments

Christianson and the Commission congratulated Kruckman for her reappointment to the Commission. Discussion followed on various development sites around town and Christianson gave updates to the Commission on the sites in question. Christianson introduced

Project Horseshoe to the Planning Commission. Originally it was a lead handed down from the State for an out of state company looking to expand into Minnesota. Elko New Market is now one of two locations being considered for the project. Discussion took place on the water infrastructure along with added revenue the project would bring into the City.

10. ADJOURNMENT

It was moved by Hanson and seconded by Smith to adjourn the meeting at 8:10 p.m. Motion carried: (5-0).

Submitted by:



Jacob Skluzacek
Planner