

**BELLE PLAINE PLANNING & ZONING COMMISSION
REGULAR MEETING
AUGUST 13, 2018**

PLEDGE OF ALLEGIANCE.

Vice Chair Pankonin led those present in the Pledge of Allegiance.

1. CALL TO ORDER. 1.1. Roll Call.

The Planning and Zoning Commission met in Regular Session on Monday, August 13, 2018 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Vice Chair Pankonin called the meeting to order at 6:32 PM with Commissioners Omni Kicker, Ashley Cauley, Ryan Herrmann and Alternate Lee Peterson present. Ashby Carter was absent.

Also present were Community Development Director Smith Strack and Council Liaison McDaniel.

2. APPROVAL OF AGENDA.

MOTION by Commissioner Cauley, second by Commissioner Kicker, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. RECOGNITION OF INVOLVED CITIZENS.

*Persons may make statements to the Planning Commission pertaining to items **not** on the agenda. Maximum of three (3) minutes per speaker. No official action will be taken.*

No one stepped forward.

4. PUBLIC HEARINGS. None.

5. BUSINESS.

5.1. Discussion: Accessory Dwelling Units.

Community Development Director Smith Strack explained the Planning Commission discussed 2018 goals at the July meeting. One item on the list is a discussion of accessory dwelling units (ADU). The Commission agreed to initiate a conversation pertaining to ADU. Smith Strack explained a survey of literature was included in the packet for Commissioners review including: A report from the American Planning Association; A condensed version of a staff report from City of St. Paul; A HUD case study of ADU; A report published by UC Berkeley with participation by several land-use based, primarily non-profit stakeholders; An article from the Salt Lake City Tribune reporting on an effort to provide for ADU in certain areas and An article published by City-lab reporting on increase in ADU. Smith Strack noted initial discussion regarding merit of furthering policy discussion of ADU is requested noting if consensus is to continue discussion, establishment of an approach to the policy discussion is requested.

Commissioner Herrmann inquired what the primary goal for ADU's whether for affordable housing or mother in law suite. Community Development Director Smith Strack explained as part of the 2040 comprehensive plan a look at ADU for life cycle housing residents is required. Life cycle housing would encompass not only creation of affordable options but options that allow for aging in place as well. Strack noted ADU could provide cost-effective housing for lower income persons, provide a secondary income stream for retirees/homeowners, and provide housing options for young and aging relatives. Smith Strack Stated the Commission had placed ADU on their goal list following discussion of drop homes that resulted from a previous legislative session requiring cities to either adopt statutory language or opt out of the statutory language. Herrmann opined looking at ADU's is beneficial as an option, however cited any ADU should be tied to the principle structure with utilities.

Commissioner Pankonin inquired on Mother in law suite as an addition instead of a separate dwelling. Pankonin has concerns about free-standing ADU.

McDaniel inquired on the demand for ADU's. Smith Strack explained in 1999 updated language was removed from code. Smith Strack explained ADU's undoubtedly exist at this time but they were likely established without prior consultation with the City.

Pankonin cited the possibility of ADU's being neighborhood restrictive. Smith Strack explained there is a variation in code language, if moving forward language would need to be explored. Smith Strack noted several communities have existing language in effect which could be reviewed for local preference.

McDaniel inquired if there would be an accessory unit size restriction and is the City able to set our own guidelines. Smith Strack confirmed and accessory structure would be reviewed with the principle structure looking at the square footage maximum and minimum also confirming the City is able to set guidelines.

Commissioner Cauley supports ADU allowance as a whole as a great option before transition into a facility citing a need for setting parameters for units. Cauley continued by explaining communities will start seeing the trend as tiny homes become more popular.

Commissioner Kiecker concurs a mother in-law suite is a great idea however she would prefer to see it attached to homes. Kiecker brought forward the concern of ADU and residents becoming landlords instead of the intent for aging family members. Kiecker noted she is open to looking at some examples of ADU's.

Commissioner Herrmann stated language requiring the principle structure to be homesteaded and sharing utilities could limit rentals.

Commissioner Pankonin inquired on long term uses after initial use is no longer viable. Smith Strack explained code statements can be put in place to deter regardless of limitations the ADU could still be used as a rental in the end. Limitations can also be added on the amount of adults residing on the property.

Commissioner Cauley inquired if the City has a rental policy. Smith Strack explained the City does have rental code which requires a rental permit.

It was the consensus of the committee to continue discussion and identifying framework for ADU's citing a joint work session with City Council prior to drafting code language. Kiecker requested sample code language from other Scott County cities for comparison.

5.2. Discussion: Design Standards for Commercial/Industrial Property.

Community Development Director Smith Strack explained in June the Commission was asked to comment on a new industrial facility to be located next to the City Public Works facility. The request included a proposed variance to deviate from required exterior building material standards. The Planning Commission recommended the variance be denied due to lack of a practical difficulty. Prior to the Planning Commission action, the Design Committee reviewed the request and recommended approval due to a perceived economic benefit, the location of the lot away from the TH 169 corridor, and the nature of buildings located east of the proposed structure. The Council ultimately approved the variance request. Smith Strack explained at all levels, discussion appeared to be split between those who support "higher quality" exterior building materials and those who favor commercial/industrial development that is cost-affordable. Staff finds the standards somewhat unclear and cumbersome. As such, input on potential to adjust standards is requested noting the Design Committee has had similar discussion and would like to revisit the issue. Smith Strack showed examples of buildings in Belle Plaine over the projector.

Commissioner Kiecker thanked Smith Strack for the slideshow explaining a balance for the committee of bringing jobs into town but allowing for a standard of structures especially along the 169 sightline. Commissioner Cauley concurs with Kiecker buildings along 169 should be a higher quality of buildings.

Council Liaison McDaniel requested Smith Strack highlight areas cumbersome to the process. Smith Strack explained 1107.17 subd. 2 D, A and B as difficult and cumbersome. Smith Strack requested direction on where certain building materials would be acceptable. Cauley suggested major street and thoroughfares should be held to a higher standard. Smith Strack suggested landscaping language could be added and consideration of bulk and scale of the surrounding area is suggested for uniformity in the area.

Smith Strack explained the Design Committee is interested in having an architect come in for general broad level discussion. Commissioner Herrmann inquired if Smith Strack is requesting a design change or just simplifying the code for easier enforcement. Smith Strack explained she'd prefer the commission discuss and provide direction in both areas.

Commissioner Pankonin explained the need to balance bringing new business/industry to Belle Plaine and wanting an aesthetically pleasing building.

Community Development Director will organize a round table discussion for the Design Committee and Planning Commission with professionals.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Kiecker thanked staff for providing informative information on ADU's.

6.2. Director's Report.

Community Development Director Smith Strack provided highlights of the Director's Report.

6.3. Upcoming Meetings.

1. Next Regular Meeting, 6:30 PM, Monday September 10, 2018.

The Commissioners were reminded of the upcoming meetings as listed.

7. ADJOURNMENT.

MOTION by Commissioner Kiecker, second by Commissioner Herrmann, to adjourn the meeting at 7:46 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary