

**BELLE PLAINE PLANNING & ZONING COMMISSION
REGULAR MEETING
SEPTEMBER 12, 2016**

1. CALL TO ORDER. 1.1. Roll Call.

The Planning and Zoning Commission met in Regular Session on Monday, September 12, 2016 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Chair Nate Hvidsten called the meeting to order at 6:30 p.m. with Commissioners Ashton Pankonin, Anthony Hetzel and Ashby Carter present. Commissioner Brittney Cotner was not present. Also present were Council Liaison Henry Pressley and Community Development Director Cynthia Smith Strack.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of August 8, 2016.

MOTION by Commissioner Pankonin, second by Commissioner Carter, to approve the Regular Session Minutes of August 8, 2016. ALL VOTED AYE. MOTION CARRIED.

4. RECOGNITION OF INVOLVED CITIZENS.

No one spoke during the public forum.

5. PUBLIC HEARINGS.

5.1. Preliminary Plat – Buesgens Commercial Center. The Planning Commission will consider public comment on a request by Les Buesgens for a preliminary plat of “Buesgens Commercial Center” at Enterprise Drive and Hickory Boulevard.

Community Development Director Smith Strack explained the preliminary plat for Buesgens Commercial Center was drafted by the City Engineer’s office and was paid for through a grant from Scott County’s EDI program. The local match for plat development is being paid by the property owner. The purpose of the plat is to create shovel ready lots as opposed to accommodate a specific project at this time. The proposed plat consisting of 40 acres is traversed by Enterprise Drive and Hickory Boulevard. The proposed plat results in four commercial lots ranging from approximately six acres to 11 acres. Street and utility extension information for the extension of Enterprise Drive to the east will be developer driven.

Community Development Director Smith Strack further explained that Blocks One and Three are improved. Construction of the projection of Enterprise Drive to the east and utility installation will be driven by development of blocks two and four. Any development on Block Two or Four will require construction of Enterprise Drive east of Hickory Boulevard and extension of utility mains to the easternmost property line. The City Engineer indicates development in blocks two and four (depending on construction type i.e. at grade vs. full basement) should be accommodated by existing sanitary conveyance system as opposed to necessitating the extension of the northern sanitary interceptor sewer. Improvements necessitated by development in Block Two and Four will be financed primarily by the benefitting properties with public participation in oversizing of roads and utility mains. The plat illustrates right-of-way for the projection of Enterprise Drive to the east and for incorporation of potential roundabouts at Hickory and Enterprise and Hickory Blvd and Main/64. Intersection changes, if and when they occur, will be dependent on traffic generation. Traffic analysis will be conducted as infill and development occurs. The property owner is working on clarifying a roadway easement agreement with property owners west of Lot 1, Block One. Access to Lot 1, Block One will be from shared entryway to Coborns and McDonalds commercial center. Access to Lot 1,

Block Three should align with the existing shared accessed to the north. Access to Blocks two and Four from Enterprise Drive will be development driven. Fee in lieu of parkland dedication is proposed. The net developable acreage (minus pipeline easement and stormwater pond) is 29.41 acres. Fee in lieu is \$2,935/acre for an estimated total of \$86,318.35. The Park Board will discuss the implementation of sidewalks and trails at their next meeting as it relates to the proposed plat. Street lighting adjacent to the extension of Enterprise Drive will be addressed by Xcel Energy when improvements occur.

Chair Hvidsten opened the public hearing at 6:41 p.m. and asked for public comment. There was no response.

MOTION by Commissioner Hetzel, second by Commissioner Pankonin, to close the public hearing at 6:42 p.m. ALL VOTED AYE. MOTION CARRIED.

Commissioner Pankonin asked if Blocks Two and Four are considered shovel-ready. Community Development Director Smith Strack explained that due to improvements of Enterprise Drive, these are not considered shovel-ready.

1. Resolution PZ 16-018 Approving Preliminary Plat for Buesgens Commercial Center.

MOTION by Commissioner Pankonin, second by Commissioner Carter, to approve Resolution PZ 16-018 Approving Preliminary Plat for Buesgens Commercial Center. ALL VOTED AYE. MOTION CARRIED.

6. BUSINESS.

6.1. Bluff Preservation Standards: Section 1109.06 Redraft.

Community Development Director Smith Strack explained that at the August meeting the Planning Commission reviewed language relating to bluff preservation. The language is somewhat circular at this time and clarification was determined as necessary. Attached with Community Development Director Smith Strack's memo was a draft of Section 1109.06 Bluff Preservation regulations and the overlay map. She explained that she has been in contact with Scott County Environmental Services Manager Paul Nelson as the Scott County Watershed Management Organization will need to review/approve revised language.

Commissioner Carter asked about trimming and removing trees. Community Development Director Smith Strack explained that selective pruning is allowed, but no clear cutting. The Commissioners asked for clarification on paver bricks with the bluff encroachment area. Community Development Director Smith Strack explained that pavers are considered temporary (removable) and are allowed. Cement slabs are considered permanent and therefore not allowed. It was the consensus of the Commission to proceed with review by Scott County WMO, with an anticipated public hearing date for the November Planning Commission meeting.

6.2. Second Driveways and Lot Pads.

Community Development Director Smith Strack explained that over several previous meetings the Planning Commission has discussed second driveways and code requirement second driveways extend to structures with garage doors. The issue of code requirement second driveways extend to garages with vehicle access was brought to the Public Works Committee. The Committee discussed the issue and recommended no change to the Code. At the August meeting the Planning Commission reflected on the input from the Public Works Committee with mixed opinions from those supporting the Public Works Committee recommendation to those willing to entertain additional discussion. Staff was directed to research second driveway requirements from other communities and language associated with parking

pads. Community Development Director Smith Strack provided results of her research for the cities of Savage, Shakopee, Elko New Market, New Prague, Jordan and Prior Lake.

After reviewing the regulations of area cities, Commissioner Pankonin accepted Staff and Public Works Committee recommendation that no changes be made to the Code. Commissioner Carter commented that the Public Works Committee believed a change in regulations would result in many requests for curb cuts and concrete pads. Council Liaison Pressley and Commissioner Hvidsten commented that if there is no pressing need to change the ordinance that it should be left as is. Staff did communicate with the individual who initially requested input from the Planning Commission regarding second driveways. It was the consensus of the Commission to leave the Code requirement as is. Community Development Director Smith Strack will track the inquiries for second driveways.

7. ADMINISTRATIVE REPORTS.

7.1. Commissioner Comments.

There were no further Commissioner comments.

7.2. Director's Report.

Community Development Director Smith Strack provided highlights of the Director's Report, noting the downtown tree uplighting project. She also reviewed findings from a draft housing market study related to rental and owner occupied dwelling units.

7.3. Upcoming Meetings.

- 1. Destination BP 2040, 6:00 p.m., Wednesday, September 14, 2016.**
- 2. Next Regular Meeting, 6:30 p.m., Monday, October 10, 2016.**

The Commissioners were reminded of the upcoming meetings as listed.

8. ADJOURNMENT.

MOTION by Commissioner Hetzel, second by Commissioner Carter, to adjourn at 7:21 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary