

**BELLE PLAINE PLANNING & ZONING COMMISSION
REGULAR MEETING
OCTOBER 12, 2020**

PLEDGE OF ALLEGIANCE

Chair Cauley 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, October 12, 2020 at City Hall 218 North Meridian Street, Belle Plaine, MN. Chair Cauley called the meeting to order at 6:30 PM. with Commissioners Ashton Pankonin, Lee Petersen, Ryan Herrmann and Omni Kiecker present. Commissioner Sarah Duklet was not present.

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

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of September 14, 2020.

MOTION by Commissioner Pankonin, second by Commissioner Petersen, to approve the Regular Session Minutes of September 14, 2020. ALL VOTED AYE. MOTION CARRIED.

4. 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.

5. PUBLIC HEARINGS. None.

6. BUSINESS.

6.1. Discussion: Draft Ordinance 20-11 An Ordinance Repealing and Replacing Section 1105.16 of the City Code Pertaining to Floodplains.

Community Development Director Smith Strack explained FEMA has released new floodplain maps which will take effect in February of 2021. Smith Strack explained the map changes require updating of the City code pertaining to floodplain districts and activities. Smith Strack presented a brief slideshow explaining section 1105.16 will be a repeal and replace existing language update official zoning map with a draft due to the DNR mid-November and a final update by February. Smith Strack noted the City must update code for residents to be able to obtain flood insurance. Smith Strack explained a discussion regarding overlay or stand-alone district approach and whether or not habitable structures should be allowed is requested.

Commissioner Pankonin inquired if overlay is common for floodplains. Community Development Director Smith Strack explained for the City a stand-alone is better as most areas in the floodplain area are not accessible to the public. Smith Strack explained the gold highlighted area within Belle Plaine Township owned by Mark Klehr, which was previously a gravel pit and noted when annexed into the City a update to the floodplain will be required. Commissioner Kiecker explained education and information regarding flooding is important. Commissioner Cauley noted no preference as most land is public and suggested differing to staff for whichever is best to enforce. Smith Strack explained a stand-alone is the best for administration. A stand-alone approach will be pursued.

It was the consensus to not allow habitable structures on floodplains to stay consistent with current language.

Community Development Director Smith Strack noted after review by the City Council a draft will be sent to the DNR and a public hearing will be held in December.

6.2. Discussion: Official Zoning Map Update, Destination 2040.

Community Development Director Smith Strack explained the Metropolitan Land Planning Act requires the City's official zoning map be consistent with planned land use contained in Destination 2040. Smith Strack explained it is appropriate to update due to the flood map. Smith Strack explained an amendment to the ordinance will need to be adopted to get blended property and industrial properties rezoned. Smith Strack requested the Committees preference on a notifications approach. Smith Strack noted individual notices may be sent out are not required.

Commissioner Pankonin explained a mailing would be appropriate. Community Development Director Smith Strack requested clarification on a mailing if to only the property owner or to the surrounding properties as well. Commissioner Kiecker suggested only the property owner with a public notice for all properties. Council Liaison Chard inquired about the Hunter property change. Smith Strack explained a mixed usage and single to low density change to the property is projected. Commissioner Cauley suggested notifications to the property owner but not the immediate adjacent properties along with a potential post about the changes.

7. ADMINISTRATIVE REPORTS.

7.1. Commissioner Comments.

Commissioner Kiecker noted the Community Race this past weekend and was grateful to see the community support.

7.2. Director's Report.

Community Development Director Smith Strack reviewed the Directors Report and noted if Commissioners know of any businesses in need to direct to her for potential CARES Act funding. Smith Strack explained the City Council will review taking action on additional funds of \$50,000.00 for rental assistance and mortgages.

Commissioner Cauley inquired if money can be used for property taxes. Community Development Director Smith Strack explained due to federal guidelines the money cannot be used for property taxes. Cauley suggested a mailing might help notify people in need. Commissioner Pankonin inquired on the businesses looking at the City property. Smith Strack explained the City made the final round and noted the company is also looking at two other potential sites for development.

7.3. Upcoming Meetings.

1. Joint Meeting with City Council, 6:30 p.m., Monday October 19, 2020.
2. Regular Meeting, 6:30 p.m., Monday November 9, 2020.

The Commissioners were reminded of the next scheduled meeting.

8. ADJOURNMENT.

MOTION by Commissioner Kiecker, second by Commissioner Herrmann, to adjourn the meeting at 7:04 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary