

**BELLE PLAINE PLANNING & ZONING COMMISSION
REGULAR MEETING
OCTOBER 14, 2019**

PLEDGE OF ALLEGIANCE

Secretary Kiecker 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 14, 2019 at City Hall 218 North Meridian Street, Belle Plaine, MN. Secretary Kiecker called the meeting to order at 6:30 PM with Commissioners Ryan Herrmann, Lee Petersen and Sarah Duklet present. Commissioners Cauley and Pankonin were not present.

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

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of September 9, 2019.

MOTION by Commissioner Herrmann, second by Commissioner Petersen, to approve the Regular Session Minutes of September 9, 2019. 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.

- 5.1. Variance Garage Door Height: Lot 1, Block 5, Belle Plaine School Plat. The Planning Commission will consider public comment on a request by Belle Plaine Schools ISD 716, owners of the aforementioned property for a variance from Section 1105.07, Subd. 6(3) to allow a maximum garage door height of ten (10) feet at the subject property in the R-3, Single and Two Family Medium Density Residential District. The Code establishes maximum garage door height at nine (9) feet.

Community Development Director Smith Strack explained the commission will consider public comment on a request by Belle Plaine Schools, owners of the property Lot 1, Block 5 for a variance from Section 1105.07, Subd, 6(3) to allow a maximum garage door height of ten feet at the property in the R-3, single and two family medium density residential district. Smith Strack noted a map of the area is included in the Commission packet for review. Smith Strack explained the school proposes construction of a 2,400 square foot facility to be used to house district buses. The facility will include restrooms. Smith Strack noted a variance to approve a garage door height of ten feet is requested. Smith Strack noted the review of the request and cited public hearing notices were posted, published and mailed to properties within 350 feet Smith Strack explained no comments for or against the request have been received.

Belle Plaine Public School representative Jeff Heine explained the garage will be used for bus storage along with lawn and field equipment storage. Heine noted that over the years the school has received many requests for bathrooms and have included bathrooms, accessible from the outside only, to the proposed garage. Heine explained the school is collaborating with the construction class who will be building the facility. Commissioner Petersen inquired if 10 feet is high enough for the buses. Heine confirmed.

Commissioner Duklet confirmed the bathrooms are accessible from outside the building. Heine confirmed the bathrooms are only accessible from outside the building and will only open during events.

Secretary Kiecker introduced the public hearing and opened the public hearing at 6:39 PM.

No one stepped forward.

MOTION by Commissioner Herrmann, second by Commissioner Pedersen to close the public hearing at 6:39 PM. ALL VOTED AYE. MOTION CARRIED.

5.1 Resolution 19-025(A) Recommending the Council Conditionally Approve a Variance to Section 1105.07, Subd. 6(3) of the Code to allow a garage door height maximum of ten (10) feet for a structure on Lot 1, Block 5 Belle Plaine School Plat.

Resolution 19-025(B) Recommending the Council Deny a Variance to Section 1105.07, Subd. 6(3) of the Code as proposed by Independent School District 716 for a proposed structure at Lot 1, Block 5 Belle Plaine School Plat.

Commissioner Petersen inquired if the bathrooms will be handicap accessible. Belle Plaine Public Schools representative Heine confirmed both bathrooms will be considered family style. Commissioner Herrmann inquired if any other codes will need to be considered for this project. Community Development Director Smith Strack explained the applicant had a lengthy discussion with staff and this area was chosen due to the site accessibility, and its connection to water and sewer lines. Building permit issuance would be required if the variance is approved. Herrmann inquired if building this garage would hinder any future building on the property. Heine explained the school has no plan for future development of the property, citing the school has land out by the stadium for future expansion.

MOTION by Commissioner Kiecker second by Commissioner Herrmann to approve Resolution 19-025(A) Recommending the Council Conditionally Approve a Variance to Section 1105.07, Subd. 6(3) of the Code to allow a garage door height maximum of ten (10) feet for a structure on Lot 1, Block 5 Belle Plaine School Plat. ALL VOTED AYE. MOTION CARRIED.

6. BUSINESS.

6.1. Concept Plan – Lynn & Gary Crosby Commerce Drive West. The Applicant's propose a phased planned unit residential development consisting of 114 condominium units on 29 lots in the 800-900 block of Commerce Drive West.

Community Development Director Smith Strack explained Gary and Lynn Crosby propose development of a residential subdivision "Prairie Gardens" consisting of phased medium density common interest development planned for 16 acres abutting Commerce Drive West. Smith Strack noted the condominium units in structures housing three or four dwellings. Smith Strack explained flexibility in performance standards is proposed as a means of accommodating a planned development consisting of condominiums in a common interest community. Smith Strack noted the proposed planned use meets performance standards required with the exception of certain setbacks. Smith Strack explained the site will have access from West Commerce Drive, a collector street with internal streets and local streets. Smith Strack noted staff's review and suggestion of a potential mid-block easement for access to the park. Smith Strack explained the phased development is up for conditional approval and resolution 19-132 is provided for consideration.

Commissioner Herrmann inquired if the phasing is divided by colors orange and gray. Community Development Director Smith Strack confirmed and noted the whole parcel would be platted and park dedication would occur in phase one. Commissioner Kiecker inquired if any covenants are proposed for the properties and approximate price. Developer Gary Crosby noted covenants would be decided at a later date and noted the condos would be priced just over \$200,000.00. Council Liaison Chard inquired on how the easement will line up for the east west road. Crosby explained the requested 30-foot easement will tie in to other properties. Chard inquired about parkland dedication. Smith Strack explained placement of the

dedication was situated on the north east of the property due to Park Boards request to form a larger park in the area. Commissioner Herrmann noted the end of the street and inquired if the Public Works Department has approved the turn around. Smith Strack confirmed the concept plan has been reviewed by public works and no objections have been received at this time. Herrmann inquired if any concerns were brought forward with the east west street hitting commerce. Smith Strack explained all options for future roadways are being kept open at this time. Herrmann requested a bigger picture be submitted in the future. Commissioner Petersen commented on the sidewalk being on only one side of the street. Petersen suggests sidewalks should be on both sides of the street. Smith Strack explained the Park Board will review proposed park dedication and sidewalks/trails. Smith Strack asked the Applicant whether or not changes to a concept plan for property under the same ownership but abutting Elk Street were envisioned. Crosby explained a planned connection of an internal street to Elk Street had been shifted north and a park was planned in the southwest corner of the lot.

6.1.1. Resolution 19-026: A Resolution recommending conditional of a Concept Plan for Crosby's WCD Subdivision.

MOTION by Commissioner Kiecker second by Commissioner Petersen to approve Resolution 19-026: A Resolution recommending conditional of a Concept Plan for Crosby's WCD Subdivision. ALL VOTED AYE. MOTION CARRIED.

6.2. Resolution 19-027, A Resolution Recommending the City Council Place Destination Belle Plaine 2040, the City's 2040 Comprehensive Plan Update, into effect.

Community Development Director Smith Strack explained the City is required to update its Comprehensive Plan every ten years to ensure consistency with regional plans. Smith Strack noted the Metropolitan Council has formally reviewed Destination Belle Plaine 2040 and has authorized placing the plan into effect.

MOTION by Commissioner Petersen, second by Commissioner Herrmann to approve Resolution 19-027, A Resolution Recommending the City Council Place Destination Belle Plaine 2040, the City's 2040 Comprehensive Plan Update, into effect. ALL VOTED AYE. MOTION CARRIED.

6.3. Official Zoning Map Update – Consistency with Destination 2040 Planned Uses

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 amendment to the official zoning map requires public hearing and Council approval. Smith Strack provided a slide highlighting the nine proposed parcels for rezoning. Smith Strack also noted some rezoning previously approved have not been incorporated into the latest print of the official zoning map.

Commissioner Herrmann expressed concern with the Fogarty property moving to R-7. Smith Strack explained the property owner is aware and supportive of the zoning and noted no statutory requirement to provide notices be sent to notify owners of the change in zoning if the entire map is updated. The City may elect to send notices. Commissioner Peterson inquired if property can be rezoned. Smith Strack confirmed a property can be rezoned, rezoning requires an update to the Comprehensive Plan. The proposed rezoning of the small Fogarty lot prioritized residential development over industrial/commercial development, a reversal of the previous plan. Council Liaison Chard and Commissioner Kiecker suggested notification of zoning changes be placed in the newsletter and newspaper respectively. Smith Strack confirmed and noted notification of changes with the property owners will take place before the public hearing.

7. ADMINISTRATIVE REPORTS.

7.1. Commissioner Comments.

No comments were made.

7.2. Director's Report.

Community Development Director Smith Strack highlighted the director's report.

Council Liaison Chard inquired if the property focus for the small cities development program can be expanded. Community Development Smith Strack explained she physically walked the area charting and narrowed the area with recommendations from Chelsea Agler. Smith Strack invites residents outside of the survey area to submit applications.

7.3. Upcoming Meetings.

1. Next Regular Meeting, 6:30 p.m., Tuesday November 12, 2019.

Commissioners were reminded of upcoming meetings as listed.

8. ADJOURNMENT.

MOTION by Commissioner Herrmann, second by Commissioner Petersen, to adjourn the meeting at 7:40 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary