

**CITY OF MINNETRISTA
PLANNING COMMISSION MEETING AGENDA
MAY 23, 2011
7:00pm**

1) CALL TO ORDER

Commission members present: Chair Heck, Strandell, Sandholm, and Stulberg. Staff present: Senior City Planner Breanne Rothstein, Assistant Planner David Abel, and Council Liaison Cheryl Fischer.

Commission members absent: Watson, Pollmann, and Warner.

a) **Approval of Agenda**

Chair Heck stated, hearing no objections, the agenda is adopted.

b) **Approval of Minutes – April 25, 2011**

Motion by Stulberg and second by Strandell to approve the minutes from the April 25, 2011 regular Planning Commission meeting as presented. Motion carried 4-0-0.

2) PUBLIC HEARINGS:

a) **VARIANCE: Application from Kenneth & Amy Rogers to construct a 410 foot permanent dock, resulting in a 310 foot variance to the 100 foot dock length maximum at 8485 Squire Lane – Agriculture Zoning – PID 17-117-24-24-0004**

Abel presented the informational report as found in the Planning Commission packet dated May 23, 2011

Discussion was held on condition number eight stating the applicant shall be responsible for all fees incurred by the city in the review of this application. It was noted there is a deposit required should a variance or land use application need to be reviewed by engineering or city attorney. The setback requirement was also discussed and noted that minimal setback requirement is ten feet. Staff also noted no outside comments have been received regarding this variance request.

Chair Heck opened the public hearing at 7:09 p.m.

Hearing nothing, Chair Heck closed the public hearing at 7:09 p.m.

Motion by Stulberg and second by Sandholm to recommend to City Council approval of the Variance application from Kenneth & Amy Rogers to construct a 410 foot permanent dock, resulting in a 310 foot variance to the 100 foot dock length maximum at 8485 Squire Lane – Agriculture Zoning – PID 17-117-24-24-0004 with conditions outlined in the staff report. Motion carried 4-0-0.

3) OTHER BUSINESS:

a) **Consider Comp Plan Compliance of Possible MCWD land purchase**

Rothstein presented the report as found in the Planning Commission packet dated May 23, 2011.

Mark Ten Eyck, Minnehaha Creek Watershed District, stated their main intent is to reduce runoff and reduce phosphorus load from the agriculture production by restoring wetland and forest areas to filter runoff. They are intending to sell at least one lot and

they would be evaluating their options of selling more lots in the future. It was noted these parcels are intended to only be off of the tax roll for a year or two. Mr. Ten Eyck felt there could provide an opportunity to make a regional trail connection.

Motion by Strandell and second by Stulberg to recommend to City Council that the Action is compliant with the comprehensive plan. Motion carried 4-0-0.

4) **DISCUSSION ITEMS:**

a) **New Variance Legislation**

Abel presented the report as found in the Planning Commission packet dated May 23, 2011.

Abel explained that the new variance makes it more difficult for a city to deny variances because it changes the standard from undue hardship to practical difficulty. The city has always used the strictest standard; however, staff will draft an updated ordinance, if needed, to ensure compliance with new legislation.

b) **Excavation/Fill Thresholds**

Abel presented the report as found in the Planning Commission packet dated May 23, 2011.

Staff recommended increasing the threshold of the excavation/fill permit to 1,000 cubic yards because the current two month permit process is disproportionately lengthy and the survey requirements can be cost prohibitive.

Ensuing discussion included:

- Minnehaha Creek Watershed District excavation/fill requirements.
- Dredging permitting requirements.
- Coordination of City and Watershed regulatory efforts.
- The threshold that would be appropriate for administrative issuance.
- The factors that would require commission review.

By unanimous consent the Commission directed staff to draft an ordinance changing the excavation/fill thresholds and simplifying the permitting process.

c) **Discuss Commercial Zoning Districts**

Rothstein presented the report as found in the Planning Commission packet dated May 23, 2011.

By unanimous consent the Planning Commission directed staff to begin the process of drafting a revised zoning map/land use map increasing the area of commercial zoning districts, to recommend on the upcoming survey on whether the residents are interested in commercial in Minnetrista. It was also recommended to have an open discussion with the community on areas for commercial and boundaries.

d) **Notification Distance Ordinance**

Rothstein presented report as found in the Planning Commission packet dated May 23, 2011.

By unanimous consent the Planning Commission directed staff to draft an ordinance revising Section 500.17 Subdivision Classifications and Procedures to increase the distance of notification for all Class II subdivision and recommended notifying the public of the potential changes by utilizing the Minnetrista Messenger and the City website.

e) **Wetland Buffer Adjustments**

Rothstein presented the report as found in the Planning Commission packet dated May 23, 2011. The ordinance for wetlands in Minnetrista recommends wetland buffers and these rules overlap with the MCWD's wetland buffer rule. Staff recommended that the city adopt the watershed rules by reference.

By unanimous consent the Planning Commission authorized staff to draft a new ordinance adopting the watershed's rules by reference and eliminating the duplicative or overlapping sections of Minnetrista's City Code.

5) INFORMATIONAL ITEMS:

a) **Staff Reports**

Woodland Cove is submitting their preliminary plat application on Friday. The open house is scheduled for June 13, 2011 from 6 – 9 p.m. at the police station.

b) **Council Reports**

- Trista Day was wonderful.
- Mayor Fischer attended the last NW League meeting and met the new Metropolitan Council representative.
- Discussion was held on the trailer park area and Mayor Fischer noted Mr. Zweber, the developer, asked for an extension on their plat at the last Council meeting and the Council granted the extension for two years.
- The Police and Fire Department study has started and should go until August.
- Decision resources will be doing the community survey. There is a special meeting on June 6, 2011 with the City Council to review the questions.
- Audit Report was excellent.

ADJOURNMENT

Motion by Strandell and second by Sandholm to adjourn. Motion carried 4-0-0. The meeting adjourned at 9:22 p.m.

Respectfully submitted,

Terri Haarstad
City Clerk