

**MAHTOMEDI PLANNING COMMISSION
MEETING MINUTES
MARCH 14, 2018**

Vice Chair Brandon Sampair convened the regular Planning Commission meeting at 6:30 p.m. with the following members in attendance: Mike Hedquist, Dan Soler and Susan Stewart. Commissioners Tracy Jones, Mike Myhre and Alex Rogosheske were absent with previous notice. Also in attendance were City Planner Erin Perdu, Mayor Jud Marshall and Administrative Specialist Patricia McGing.

APPROVAL OF THE AGENDA

Commissioner Soler moved, and Commissioner Stewart seconded the motion to approve the agenda as presented. The motion was unanimously approved.

APPROVAL OF THE FEBRUARY 14, 2018 REGULAR PLANNING COMMISSION MEETING MINUTES

Commissioner Hedquist moved, and Commissioner Soler seconded the motion to approve the minutes of the February 14, 2018 regular Planning Commission meeting as written. The motion was unanimously approved.

4. PUBLIC HEARINGS

4a. CONSIDER APPROVAL – Approval of the 2040 Comprehensive Plan for adjacent community review

Planner Perdu introduced the public hearing item and said a draft 2040 Comprehensive Plan has been completed. The Plan has been worked on for about two years. A joint City Council and Planning Commission meeting was held in January, and comments and feedback were incorporated into the Plan. All changes recommended by the Metropolitan Council during their preliminary review have also been made. After this public hearing, changes can be made to the plan and it then goes before the City Council. The Council will then approve the Plan for distribution to the neighboring jurisdictions for comment. They will have a 60-day review period. The document will then be submitted to the Met Council for their 6-month review period. Once the Plan is approved by the Met Council, the Plan will go back to the City Council for final adoption.

Vice Chair Sampair noted that Commissioners Hedquist and Stewart were part of the Steering Committee.

The public hearing was opened to the public for commentary.

Mr. Bill Coleman, 1732 Briarwood Avenue, asked why neighborhood meetings were not held.

There being no further commentary from the audience, the public hearing was closed.

4a. (Continued)

Commissioner Hedquist said that meetings were held with the Park Commission.

Planner Perdu said that they did not hold large vision meetings like ten years ago, but focus group meetings were held as well as meetings with the Environmental and Park Commissions. Residents had an opportunity to comment and review at community events including Punkinmania and the RITE of Spring. A city wide survey was done in 2017 and a lot of that information is included in the Plan.

Commissioner Stewart said that a couple of open houses were held that were well attended.

Commissioner Soler thanked the Steering Committee. This is the third time he has been involved with the Comp Plan update. This is a good document.

Commissioner Soler moved, and Commissioner Hedquist seconded the motion to recommend the City Council approve the draft 2040 Comprehensive Plan for distribution to adjacent communities for review. The motion was unanimously approved.

This item will be heard at the March 20, 2018 City Council meeting.

4b. CONSIDER APPROVAL – Rezone properties generally located in the Quail Street and Briarwood Avenue area from RR – Rural Residential to R1-C Low Density Residential

Planner Perdu stated the recommended extension of public utilities to several properties in the Quail Street and Briarwood Avenue area has initiated a rezoning of these properties from RR – Rural Residential to R1-C Low Density Residential zoning classification. The R1-C zoning was chosen because of the prevailing conditions in the area. The rezoning only covers the properties receiving utilities. Any further subdivision of these properties will be required to go through the minor subdivision process. She noted that the map that was included in the agenda packet was incorrect, and she utilized the overhead to identify the differences. The properties identified in the ordinance document are correct.

The public hearing was opened to the audience for commentary.

Mr. Phillip Williams, 250 Laurel Road, asked if there were any right-of-way surveys done to assist them with their surveys if they wanted to subdivide. He also asked why the R1-C zoning was being considered.

Ms. Erin Ostler, 222 Quail Street, said if her property could be subdivided, could they extend utilities to the lot.

4b. (Continued)

There being no further commentary from the audience, the public hearing was closed and discussion was turned back to the Planning Commission.

Planner Perdu said if the City has conducted surveys of the right-of-ways, they can be shared with the property owners. She will discuss this with the City Engineer. She explained the R1-C zoning classification is proposed because of the prevailing conditions in the area. The R1-C requirements are as follows:

	R1-C
Minimum Lot Area	11,900 square feet
Minimum Lot Width	85 ft.
Minimum Lot Depth	125 ft.
Front Setback	30 ft.
Side Setback (House)	12 ft.
Side Setback (Garage)	8 ft.
Rear Setback	40 ft.

Planner Perdu said utilities will run along Quail Street. If a property is subdivided and utilities are available, they may be able to hook-up. She briefly explained the subdivision process. The applicant must provide a survey, application and fees. The lots must meet the ordinance requirements. The Planning Commission holds a public hearing and makes a recommendation to the City Council.

Council member Stewart moved, and Council member Soler seconded the motion to recommend the City Council approval an ordinance amending Chapter 11, Section 11.01, 5, B of the Zoning Code relating to zoning maps, as outlined below. The motion was unanimously approved.

**AN ORDINANCE AMENDING CHAPTER 11, SECTION 11.01, 5, B, OF THE
ZONING CODE RELATING TO ZONING MAPS**

THE CITY COUNCIL OF THE CITY OF MAHTOMEDI ORDAINS AS FOLLOWS:

Section One. Amendment. The Mahtomedi Zoning Code is hereby amended to rezone the property described below from the current zoning designation of RR- Rural Residential Zoning District to the new zoning designation of R1-C – Low Density Residential Zoning District.

4b. (Continued)

20.030.21.21.0052	1610 BRIARWOOD AVE
20.030.21.21.0030	222 QUAIL ST
20.030.21.22.0011	1651 BRIARWOOD AVE
20.030.21.21.0026	231 QUAIL RD
20.030.21.21.0046	VACANT
17.030.21.34.0056	265 LAUREL RD
17.030.21.34.0049	251 QUAIL ST
20.030.21.21.0018	250 LAUREL RD
17.030.21.34.0046	271 QUAIL ST

Section Two. Zoning Maps. The Zoning Maps of the City of Mahtomedi referred to and described in the Mahtomedi Zoning Code are incorporated by reference in Chapter 11, Section 11.01, 5., B., are so changed and shall not be republished to show the aforesaid rezoning, but the Clerk shall appropriately mark the said Zoning Maps on file in the Clerk's Office for the purpose of indicating the rezoning hereinabove provided for in this Ordinance and all of the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this Ordinance.

Section Three. Effective Date. This Ordinance shall be in full force and effect upon its publication as provided by law.

This item will be heard by the City Council at their March 20, 2018 meeting.

5. STAFF REPORT – None Scheduled

6. UPDATE - CITY COUNCIL AND OTHER COMMISSION ACTIVITIES AND INFORMATIVE ITEMS.

Administrative Support Specialist McGing informed the Planning Commission that due to the lack of agenda items, the April 12, 2018 meeting has been cancelled.

Copies of the recent City Council and other City Commission minutes may be found on the City's website.

7. ADJOURNMENT

There being no further discussion, Commissioner Stewart moved, and Commissioner Hedquist seconded the motion to adjourn the regular Planning Commission meeting at 7:00 p.m. the motion was unanimously approved.

MAHTOMEDI PLANNING COMMISSION MEETING MINUTES
March 14, 2018

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Respectfully submitted by Patricia K. McGing, Administrative Support Specialist.

APPROVED:

BRANDON SAMPAIR
VICE CHAIR

ATTESTED:

PATRICIA K. MCGING
ADMINISTRATIVE SUPPORT SPECIALIST