

LONG RANGE PLANNING COMMISSION MINUTES
January 27, 2014

The meeting of the City of Baxter Long Range Planning Commission was called to order at 6:10 p.m. by Chair Kevin Donnay.

MEMBERS PRESENT: Chair Kevin Donnay, Mark Cross, Lori Rubin, Bob Ryan, Jim Kalkofen, Rock Ylimeini and Council Liaison Todd Holman

MEMBERS ABSENT: Cathy Clark

STAFF PRESENT: CD Director Josh Doty

OTHERS: Nathan Hall

Approval of Minutes

Motion by Commissioner Ylimeini, second by Commissioner Kalkofen to approve the minutes of the December 16, 2013 meeting. Motion carried unanimously.

Draft Land Use Plan-Review and Discuss

South 371 Corridor

CD Director Doty informed the Commission that the Stantec representative is not present tonight, however staff decided there were other areas that need to be discussed. CD Director Doty took the Commission through the draft future land use plan and the current zoning map. He asked for the Commission to give the south 371 corridor a closer look and determine if the land use guiding and zoning is OK or if any changes should be made. He went through the different land use guide plan designations for this area and asked the Commission for guidance of their vision for this gateway corridor to the city.

CD Director Doty went through several areas on the map and explained the intention of some the land owners that he had spoken to recently. Chair Donnay asked if there could be a review of what these zoning districts allow. He added that he thought that PUDs could also be used to allow a blend of uses. CD Director Doty stated that that there can be a mixing of uses with a PUD district, but that if your intent is to allow a mix of land use that the property or properties should have the mixed use land use category for on the land use guide plan. CD Director Doty added that districts can be tailored to fit their vision.

CD Director Doty reviewed the different districts with the Commission. He explained that each district lists the permitted uses, accessory uses and conditional uses. He focused on the OS-Office Service District and asked if the allowed uses are what the Commission would want to see in that district of the areas that are zoned and guided office.

Industrial Districts

CD Director Doty asked the Commission to also take a closer look at the industrial areas. He asked if the Commission would like to see some areas in more of office/warehouse or business park type of industrial district and other areas in a more of a general industrial district. He explained the existing architectural tiers and how they were used to establish the current draft land use guide plan with two different industrial districts.

Chair Donnay asked if a strip mall and large office building could both be located in the commercial district. CD Director Doty answered yes that would be allowed. Chair Donnay said that the office service district is much broader than commercial. CD Director added that this was staff's concern. The Commission held discussion on the transition from business districts to the residential districts south of 48.

Chair Donnay stated that land uses should probably be transitional as you move from south to north on 371. He added that if the uses in the office service zoning district are too broad, that we should probably fix that.

The Commission reviewed the property at the southwest corner of 48 and 371 and discussed property owner's intentions of having high density residential with commercial in the northwest corner of their site.

Commissioner Cross asked the Commission to look at the Industrial area again and noted that the Industrial Business Park should have been looked at years ago to determine if that was really what the City envisioned. He added that the city has looked at the possibility of commercial for the east side of 371 rather than industrial. Commissioner Ryan stated that putting industrial and heavy industrial is going to require attention to traffic studies to determine if the bigger trucks should be on some of those roads. The Commission discussed that there is a lot of wetland northeast of 371 and 48.

CD Director Doty asked the Commission if there is interest in a unique business campus type of district for this area.

Chair Donnay asked CD Director Doty about the meeting he attended with Stantec and local businesses and if those comments were going to be shared with the Commission. CD Director Doty stated that he could get the comments for the next meeting. He was asked if the meeting was well attended. CD Director Doty stated that it was well attended and the feedback was good.

Council Liaison Holman noted that the industrial district does back up to residential on Greenwood Rd. and in the future the industrial areas should be looked at to keep it from happening again. CD Director Doty stated that industrial areas can be great neighbors or the worst neighbors depending on the type of industrial use. Commissioner Cross stated that Baxter doesn't allow anything pollutes the air for example. Chair Donnay asked how uses are controlled? CD Director Doty stated that he would receive those calls and if they are a permitted use, that that it could be a staff review. He added that new buildings would of course still require a Planning & Zoning/Council action. The heavy industrial would most likely be directed towards the industrial park on Hwy 210. The Commission held conversation on industrial/residential moving forward.

Chair Donnay asked about the recommendation process. CD Director Doty stated that this Commission will need to recommend the map and ultimately the comprehensive plan to the City Council.

Chair Donnay stated that Office Service should be rewritten. CD Director Doty stated that it can be rewritten and maybe a new district along the corridor should be created.

Commissioner Cross stated that he would like an existing zoning map and future land use map sent home with them to study it and come back with changes for the next meeting. Commissioner Ryan stated that the Commission needs to be careful about re-zoning the existing buildings as it might cause problem down the road when an existing building needs to add an addition. The Commission discussed the current zoning and the pros and cons of re-zoning.

CD Director Doty brought the tier design into the conversation being it is used for determining what is required for architecture. He will be working on the landscaping ordinance soon and is questioning if the landscaping ordinance should follow the tier design. Does the Commission want to see more trees on the 371 corridor and would require less in the industrial park area or should the landscaping stay the same for all properties, less residential.

The Commission had conversation regarding the impact on utilities with the rezoning.

Commissioner Ryan expressed his concern over the Office Service District. He stated that some business would not be willing to come into Baxter if they had to go into a commercial district, as the business such as Just For Kicks, an Eagles club and fire stations do not need to sit on the 371 corridor, that is why Office Service District in his opinion is needed.

Key Properties

CD Director Doty stated that off of Wioda Rd. there is a home and a small business that would like to be considered commercial property; he wanted to share that with the Commission. This would be a change to the future land use map.

CD Director Doty spoke of the Potlatch property to the west, there is a letter included in the packet. He asked that the Commission review the letter and give feedback to the changes to the AUAR. The Commission discussed putting industrial towards that area and the 3 mile Camp Ripley buffer zone.

The third key property would be north, northeast of Glory Road and 371. We have in the past heard from some that commercial would be preferred but that area is fairly established as an industrial area.

Growth Areas/Staging

CD Director Doty stated that a part of this comp. plan is making sure the utilities will work with the projected growth in certain areas. He reviewed the maps in the packet with the Commission and explained the south area of growth does not include the 3 mile Camp Ripley buffer zone. Commissioner Cross asked if the City had a list of the property owners that signed into the Camp Ripley buffer zone area. The Commission held conversation regarding the area and staging plan.

Council Liaison Holman stated that he is not aware of anyone signing into easements. He added that the buffer zone is an advisory zone and does not preclude development but that camp is also very important to the area.

The Commission discussed the idea of a staging plan for the expansion areas.

Council Liaison Holman raised the school trust property in southwest Baxter and stated that we should think about the land use classification for that property.

Next Steps

CD Director Doty will provide information for the next meeting and Stantec will be present with the notes from the business community. The Commission wanted to know about the property west of the city of Baxter (west of Potlatch). The Commission also wanted to know about a grid of the zoning classifications between districts.

Other Business

2014 Meeting Dates

CD Director Doty asked for a motion to accept the meeting dates for 2014, it was inadvertently missed at the last meeting.

MOTION by Commissioner Rubin, seconded by Commissioner Kalkofen to approve the 2014 meeting dates. Motion carried unanimously.

Next Meeting

The next meeting is scheduled for February 24, 2014 at 6:00 p.m.

Adjournment

Motion by Commissioner Ryan, second by Commissioner Kalkofen to adjourn the meeting at 7:39 p.m.

Approved by:

Respectfully submitted,

Chair Kevin Donnay

Shanna Newman
CD Technical Clerk