

LONG RANGE PLANNING COMMISSION MEETING
May 23, 2016

The Long Range Planning Commission meeting was called to order at 6:00 p.m. by Chair Donnay.

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

MEMBERS ABSENT: Cathy Clark

STAFF PRESENT: Community Development (CD) Director Josh Doty and Planner Matthew Gindele

OTHERS: Judy & Mark Zahn, Craig Reikofski and Kris & Rick Olson

Approval of Minutes

Motion by Commissioner Ylimeini, second by Commissioner Ryan to approve the minutes of the February 22, 2016 meetings. Motion carried unanimously.

Dellwood Annexation Planning Area-Comprehensive Plan Amendment

Planner Gindele stated that in March of this year the Dellwood Drive annexation took place. In the packet is a report that outlines the Dellwood Drive annexation area that is being discussed tonight. The property consists of 138 acres, having 21 lots of record, 13 single family homes, one business, one public piece of land and a small section of the Paul Bunyan Trail. The report listed background information on the existing conditions, land use, wetland area, topography, utilities, previous county zoning, the 2008 land use study for the annexed area and the public planning options for this item.

Chair Donnay asked where Menards is located in relation to the annexed area; he also asked if the storm water retention pond is separated by a newly annexed piece of property. Staff indicated that was correct. Commissioner Kalkofen asked where the homes are located within the annexation; the houses were shown on an overhead map.

While Planner Gindele was explaining the previous Crow Wing County zoning that was given the annexed property, an audience member stated that the County land was previously a gravel pit and that the map being shown is only current from 2010-2015. Prior to that time, all of the properties mentioned were zoned commercial. The audience member stated that they were not informed of losing their commercial zoning. They are currently being taxed as residential being that is the use of the property at this time.

Planner Gindele resumed review of the packet and highlighted the 2008 land use study. An audience member disputed the map, CD Director Doty indicated that these maps currently being discussed in the report are not approved maps, just prior history for the Commission to understand previous discussions. Planner Gindele explained land use verses proposed zoning in more depth.

CD Director Doty revised a map during the meeting to allow for better clarity of the annexed area for the Commission.

CD Director Doty stated that the update of the road did include some utilities but not all properties are currently going to be serviced at this time. There were additional utility maps handed out to the audience.

Planner Gindele reviewed the different options for the public hearing formats with the Commission. Commissioner Cross stated that it would be best to hold a neighborhood meeting and then have staff development recommendations based on the feedback from the residents. Then at a later date, hold a public hearing with the Commission. CD Director Doty stated that whenever annexation takes place the city is tasked with having the land use determined in a one year time frame. CD Director Doty explained the most recent annexation of property on Inglewood Dr. and how that procedure took place. It was suggested to have the 2009 County zoning map to see what the differences were in this area. It was also suggested to have larger maps to review that were easier to read.

Council Liaison Holman asked CD Director Doty if the new FEMA flood plain maps indicated any flood plain changes for the annexed properties. Director Doty stated that the annexed properties were not included in Baxter's review of the updated flood plain maps as those properties were not yet annexed into Baxter and that the deadline to appeal the revisions had already passed. CD Director Doty pulled up a current flood plain map and found a small location of flood plain over the retention pond near Menards.

An audience member asked if the City has one year from the annexation date or a different approved date to complete the zoning. The answer was one year from the date of annexation; in this case it would be March 2017.

Chair Donnay asked if a recommendation is needed to move forward with planning the neighborhood meeting. It was determined that a motion is not needed. The Commission decided that June 27, 2016 would be the meeting date for the neighborhood meeting to be held at the Long Range Planning Commission meeting at 6:00 pm. Staff indicated that this would be an open form type setting with maps and stations and public comment also being heard at that time. CD Director Doty summed it up in a brief presentation, allow people to break away and look at the maps and then return to the meeting format with comments and questions for the Commission to hear. Commissioner Kalkofen confirmed that the public hearing would take place during another meeting on a different date after the neighborhood meeting and ask if a recommendation from the Commission would be appropriate at that time or at a later meeting date. CD Director Doty stated that if the public hearing meeting goes well, then at that time the Commission could approve the land use designations onto Planning and Zoning and Council, however, if the meeting did not go well then additional meetings could be held to further discuss the zoning issues. An audience member asked if that means the next meeting would be an approval. Staff and the Commission indicated that it would not be approved at the next meeting.

A question was asked about where the annexed property owners would go to look at the different land use maps to help them understand what each district is and what the allowed uses are in each district. CD Director Doty stated that he and Planner Gindele would assist with locating and answering questions regarding the land use maps.

Commissioner Ryan stated that as they were going through the last annexation everyone kept hearing that it was an "orderly" annexation and later it was found that several people did not want to be annexed into the City. He asked if this is the same situation, where there were some that did not want to be annexed in. Staff indicated that was correct, there are several that did not want to be annexed in this time and were anyway. Commissioner Ryan stated that it would be better to know how these residents feel about the annexation instead of a blind side.

An audience member provided an additional map and information indicating that the County had taken away their commercial zoning by mistake. She also stated that they were present in 2008 when the previous maps were presented to the property owners. CD Director Doty took the information for the record and requested that this information is brought forward to the public hearing meeting.

Inaudible comment from audience regarding how zoning affects taxes.

A comment was made from the audience that it doesn't matter what the land owners want, that this Commission has already made up their mind and will move forward with what the City wants, he asked if that was correct? CD Director Doty stated with the annexation aside, the whole point of this Commission is to figure out a public process to help plan the future of these properties. He stated that a public hearing process is trying to be determined with this Commission, so each person can have a say, not that everyone will agree in the long run, but it is an attempt to hear the public.

Commissioner Cross stated that the Inglewood annexation was just completed and this Commission listened to the land owners and most of them got what they were asking for, with the exception of one who wanted all commercial. The audience member asked for the exact situation. Commissioner Cross stated that land owner had several different parcels and wanted all of them commercial, a few did go commercial and the others were butting up next to residential and several agreed that commercial should not go next to single family dwellings. He further stated that different uses were given after hearing the land owners point of view.

Other Business

The next meeting is scheduled for June 27, 2016 at 6:00 p.m.

Adjournment

Motion by Commissioner Kalkofen, second by Commissioner Cross to adjourn the meeting at 6:50 p.m.

Approved By:

Submitted By:

Chair Kevin Donnay

Shanna Newman
CD Administrative Assistant