

**LONG RANGE PLANNING COMMISSION MEETING**  
**July 25, 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 Cathy Clark, Bob Ryan, Mark Cross and Jim Kalkofen

MEMBERS ABSENT: Commissioner Rock Ylimeini, Lori Rubin and Council Liaison Todd Holman

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

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

**Approval of Minutes**

Motion by Commissioner Clark, second by Commissioner Ryan to approve the minutes of the June 27, 2016 meetings. Motion carried unanimously.

**Dellwood Planning Area**

Chair Donnay gave the floor to CD Director Doty who explained the zoning process for the Dellwood area. He gave a presentation of the area, history, existing use, access and previous studies of the annexed property in a PowerPoint presentation. CD Director Doty then reviewed the four land use options staff is proposing for this area:

**Land Use Option One**

Land Use Option One is a representation of landowner requests that the Long Range Planning Commission heard at the June 26, 2016 neighborhood meeting. Specifically, low density residential was requested on the north and east sides of the planning area. Commercial and Office was also requested in the north-central portion of the planning area.

CD Director Doty indicated the concern with the piece of property on the cul-de-sac going commercial and being the access point for the property to the north that is owned by the same person. Commercial property does not typically access off a cul-de-sac and it should have access from Pearl Drive or Dellwood Drive.

**Land Use Option Two**

Land Use Option Two includes a representation of the 2008 land use study that was completed. The 2008 Land Use Study included a transition approach to land use, moving from Commercial to Office use, to Low Density Residential. Staff notes that one of the land use recommendations in 2008 was for the land northeast of the north end of Pearl Drive to be either C-1 or Office zoning. Staff notes that a portion of that property was in the City prior to the annexation and is already guided for commercial use and zoned C-2. Therefore, if the City would like to follow the exact land use that was discussed in 2008, the City would need to ultimately rezone the portion of land that is already in the City from C-2 to C-1 or Office Service. Lastly, staff notes that in terms of Land Use, the Long Range Planning Commission should ultimately indicate if the land labeled "O or C1" is intended to be Office or Neighborhood Commercial.

**Land Use Option Three**

Land Use Option Three includes the same residential low density layout as Option 1. However, Option Three includes Commercial land Use for the property north of Pearl Drive and proposes Office Use for the Property North of Mertens Drive. Staff notes that this is option maintains a transition approach to land use but offers more business district property than is offered in Land Use Option number Two. Staff notes that the Comprehensive Plan amendment process does not officially zone property. That action will come after the Comprehensive Plan Update with a separate public hearing. However, staff notes that for the land guided Office under Option 3, an alternate land use could be C-1, Neighborhood Commercial. Staff notes that if Neighborhood Commercial is the desired land use for this property, that the land should be guided commercial and that the public hearing record should indicate that the anticipated future zoning of the property should be C-1.

CD Director Doty took a moment to explain the land use map verses a zoning map.

#### Land Use Option Four

Land Use Option Four includes the same Land Use pattern as Option Three, except that the Office area North of Mertens Drive is shown as Low Density Residential. Staff notes that this option is not the desired land use requested by the property owners. However the land use does provide a more consistent line /separation from commercial to residential land use that exists to the northwest and south of the Planning area. Staff notes that Land Use option Four could be supported if there is concern about having too much commercial depth from State Highway 371.

Staff notes that the depth of higher intensity Commercial Land Use from State Highway 371 should be considered together with the property owner's request for commercial. Therefore, staff would support either Land Use Option Three or Four. Staff recommends that the Long Range Planning Commission review the options and then direct staff to publish and send property notices for an official public hearing at the next Long Range Planning Commission meeting on August 22, 2016.

Chair Donnay asked the Commission if there were any questions for staff. Chair Donnay asked about the cul-de-sac and assumed it was platted residential. CD Director Doty stated that since it was just annexed he was not sure that it was platted, however it appeared to be, he would confirm.

Chair Donnay asked anyone that would like to speak regarding this area to please come forward to the podium. No one came forward to speak.

Commissioner Ryan asked about the hunting aspect. CD Director Doty stated that they were going to talk about the hunting map tonight, however it had to be pulled at this time. He stated that figuring out the zoning would determine the hunting regulations for that area. If it is zoned commercial then hunting would not be allowed, if it is zoned residential hunting could possibly be allowed. CD Director Doty stated the hunting map also had a different request for a separate piece of property and the Inglewood Dr. annexation needs to be determined. He stated that the hunting map will be on the next meeting.

Chair Donnay stated that the transportation piece is something to factor in and asked how commercial traffic would get there. CD Director Doty stated that staff doesn't know when Cypress Dr. will be built, it's not in the 5 year CIP plan. He stated if Cypress was to come through in the backside of the annexed land they may be having a different conversation; however, there is not a time frame for the road to be built. CD Director Doty agreed with Chair Donnay that there are some dead spots such as Pearl Drive. He stated that access does play a part in the land use determination.

Commissioner Ryan stated he would like to see the Commission comment on the commercial options presented by staff. CD Director Doty clarified the commercial locations; however, staff did not label C-1 or C-2 for this

area. Chair Donnay asked Commissioner Ryan if he was looking for the depth of conversation that they had on the last annexation of Inglewood Dr. Commissioner Ryan indicated that he was looking for more specific information on which uses are allowed in the commercial districts. CD Director Doty stated that he can add the list of allowed, interim, and conditional uses for each district at the public hearing/next meeting. CD Director Doty explained some of the residential differences and well as commercial. Commissioner Kalkofen asked how many acres the office piece directly northwest of Mertens Dr. is in Option Three; CD Director Doty stated it was roughly 3.21 acres.

CD Director Doty asked if the Commission is comfortable with the public hearing at the next meeting or if more conversation is needed regarding the options. He stated it would be ideal if staff, the Commission and the neighborhood could come to a conclusion. Commissioner Kalkofen asked for staff to indicate which parcels within the planning area currently have businesses on them and what those businesses are for the next meeting.

CD Director Doty stated that notices of the Public Hearing will be sent to properties within 500 feet of the properties affected by the annexation.

Rick Olson (7889 Whispering Woods Lane) asked if rural is the most country setting verses low density. His son would like to build a modest single family home with a well and septic. CD Director Doty stated that rural is a 5 acre minimum lot and R-1 is only if you have city water and sewer. He stated that Mr. Olson has a few lots, therefore there is a possibility of building a home on a separate lot with well and septic. CD Director Doty stated he would like to research the lots to make sure they are deeded separate lots to make sure it could be built on.

**Other Business**

The next meeting is scheduled for August 22, 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:

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Chair Kevin Donnay

Submitted By:

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Shanna Newman  
CD Administrative Assistant