

**LONG RANGE PLANNING COMMISSION MINUTES**  
**December 16, 2013**

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

MEMBERS PRESENT: Cathy Clark, Bob Ryan, Jim Kalkofen, Rock Ylimeini

MEMBERS ABSENT: Chair Kevin Donnay, Mark Cross, Council Liaison Todd Holman and Lori Rubin

STAFF PRESENT: CD Director Josh Doty

OTHERS: Mayor Darrel Olson, Phil Carlson, Nathan Hall and Rick zumBrunnen

**Approval of Minutes**

Motion by Commissioner Ylimeini, second by Commissioner Kalkofen to approve the minutes of the November 25, 2013 meeting. Motion carried unanimously.

**Goals & Policies-Review and Discuss**

Acting Chair Ryan turned the floor over to Mr. Carlson. Mr. Carlson reviewed the items in the packet and indicated there were updates throughout the goals and policy portion of the comprehensive plan. He stated that the community forum will also include the draft land use map and future land use categories.

Mr. Carlson stated that transportation will be reviewed with the Public Works Director on December 17, 2013 and the Chamber on December 18, 2013.

Mr. Carlson asked the Commission if there were any questions/comments regarding the information in the packet.

Commissioner Ylimeini had a concern about Goal 2, No. 5 he stated that it makes it sound like the city needs a fund to help people put on new siding. Mr. Carlson said that some cities do have incentives however it is not a requirement. Commissioner Kalkofen asked about Goal 2, No. 3 who would be responsible for unique land and water features? Mr. Carlson stated it could be done through zoning and the developer is responsible to catalog what is on the property prior to development or the city could catalog natural resource features. Commissioner Kalkofen asked CD Director Doty if the city had anything on file currently. CD Director Doty stated there is a conservation overlay but nothing in the ordinances currently. Mr. Carlson stated that the Shoreland Overlay District may have some greater setbacks along lakes and rivers. Commissioner Kalkofen thought that this is a good goal to have in the comp. plan.

Commissioner Clarke asked if Goal 2, No. 4 was meant to state affordable for only seniors or if it should be changed. The Commission had a brief conversation regarding what "affordable" could

imply. Acting Chair Ryan stated that it does say “workforce” in that verbiage and he was comfortable with the verbiage. It was decided the verbiage would remain the same.

There was a brief conversation regarding the verbiage in the draft comp. plan. Acting Chair Ryan stated he liked the verbiage. As a P & Z Commissioner, it gives flexibility to find conditions for approval and denial. Acting Chair Ryan then went to Goal 4, No. 5 “identify and implement on road bicycle corridors along major roadways”. What if a developer comes in and asked when is the city going to do this? The Commission agreed to changing the language to “where feasible”. Commissioner Kalkofen asked if referencing Goal 5, No. 3 covers Goal 4, No. 5 and if Goal 5, No. 3 could possibly be removed? Acting Chair Ryan stated that one was transportation to locations and the other is for recreational biking. He stated that both points should remain with the additional verbiage.

Commissioner Ylimeini stated the Goal 5, No. 6 sounded like more signs going up and currently the city is taking down signs. The Commission asked how the city could limit trucks on roads. Acting Chair Ryan gave a few examples of how the current ordinance has kept semi-trucks off roads from overnight parking to a person receiving semi-loads of items for a home business. The ordinance helped to stop the activity in a residential district. The Commission discussed the need for No. 6 in the comp. plan however any route would require more signage.

Commissioner Kalkofen stated Goal 6, No. 1 could be reworded by saying “Reasonable expectation for future services.” making the sentence easier to read. Mr. Carlson acknowledged the change.

Acting Chair Ryan asked the Commission if they are ready to forward this onto the City Council, subject to the changes discussed this evening. The Commission agreed.

Mr. Carlson moved to the land use map and reviewed the map with the Commission. He introduced the idea of two different types of industrial districts. One was Industrial Business that is the heavier type of industrial district. The other was General Industrial such as warehouse office. Making two districts would keep some of the heavier industrial uses away from the 371 corridor. CD Director Doty indicated that currently Baxter has only one Industrial zone and it does reach the 371 corridor. Commissioner Clark asked if creating the two would keep heavier uses away from the so called “gateway”, CD Director Doty stated that was the intent. Commissioner Ylimeini stated that he understood the concept for some areas but some of this already exists. This would allow the City a little more guidance. The Commission noted a few areas that would need to be changed or clarified. Mr. Carlson stated that what is there now may not be there in 20-30 years, this guides the future.

Mr. Carlson moved to Rural Residential District and where should the line be placed to allow more sanitary sewer areas. Commissioner Ylimeini thought that the water could be run from the west industrial park down to Mapleton Rd. as there is a lift station at the end of Independence Rd. Mr. Carlson asked if the Camp Ripley buffer line should be considered the stopping point or not. Mayor Olson believed there was some funding involved in the Camp Ripley buffer and that would need to be looked into prior to moving the line. All property east of the line could be considered single family and not rural residential. Commissioner Ylimeini stated that it should be rural being it is harder to service with sewer and water. Acting Chair Ryan agreed that the line needed to stay in place and east of the line could be single family. Acting Chair Ryan stated that the funding question the Mayor presented should be looked into before finalizing the map.

CD Director Doty added that the Parks Commission is talking about additional park land for the Mississippi River Overlook Park or possibly creating a park east of the Camp Ripley buffer line.

**Other Business**

2014 Meeting Dates-Not discussed

**Next Meeting**

The next meeting is scheduled for January 27, 2014 at 6:00 p.m.

Due to the timeframe Acting Chair Ryan welcomed the members in the audience to the second community forum at 7:10 p.m. He then turned the floor over to Mr. Carlson who started the power point presentation. After the presentation the Commission and audience members held discussion with the audience members at map stations.

**Adjournment**

Motion by Acting Chair Ryan, second by Commissioner Kalkofen to adjourn the meeting and community forum at 8:10 p.m.

Approved by:

Respectfully submitted,

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Acting Chair Bob Ryan

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Shanna Newman  
CD Technical Clerk