

LONG RANGE PLANNING COMMISSION MINUTES
May 19, 2014

The meeting of the City of Baxter Long Range Planning Commission was called to order at 6:00 p.m.

MEMBERS PRESENT: Mark Cross, Jim Kalkofen, Cathy Clark, Bob Ryan and Council Liaison Todd Holman

MEMBERS ABSENT: Chair Kevin Donnay, Rock Ylimeini and Lori Rubin

STAFF PRESENT: Community Development (CD) Director Josh Doty

OTHERS: Tom Rutske, Nathan Hall, Paul Paige, Bill Beard, Shawn Sunnarburg and Rod Osterloh

Approval of Minutes

Motion by Commissioner Cross, second by Commissioner Ryan to approve the minutes of the April 14 and 28, 2014 meeting. Motion carried unanimously.

Review of Draft Comprehensive Plan

Acting Chair Kolkofen asked those in the audience to introduce themselves.

CD Director Doty indicated that at the last meeting, the Commission was in the process of reviewing the draft comprehensive plan and stopped at the land use portion plan. CD Director Doty indicated that the goal this evening is to have the Commission complete their review of the draft plan and provide any comments that you have.

Mr. Bill Beard representing the owner of the northeast corner of 371/48. He said they are looking to sell all of their land as a whole and not break it up. He recapped a portion of the minutes as to what the Commission like and doesn't like north on Hwy. 371. They are looking at a mix of uses and or a development of that corner. The last piece has a wetland on it and it will always have a lot of green space on it. He stated that the property owner is not planning to construct a dealership but would like commercial use. He said he is concerned about the Business Campus district and would like see it further defined.

Mr. Paul Paige representing Potlatch had a few photos that he would like the Commission to review. He has a concern regarding the Gateway district. He spoke of the transportation and shoreland impacts west of the holdings that Potlatch has. The land use map was displayed and Mr. Paige also would like the Business Campus district defined. He also spoke of single family homes on Hwy 210 and the impact of noise impact and not enough vegetation. He asked the Commission to reconsider the property be zoned different other than single family as it may not work in their situation. Mr. Paige gave the Commission a history on previous conversations with the city regard the uses on the maps and collector roads. With the comp. plan being reviewed now is the time to work on a few things with the Commission/City on change. One idea they had is to leverage the Gateway designation from the south and the west. They would like to see a broader Gateway district. Basically all of the developers in this room want more flexibility in the Gateway and Business Campus districts.

Mr. Tom Rustke of Johnson Properties agreed with Mr. Paige that there needs to be more flexibility on their property. With the Isle Drive extension and the round-about, that area is going to get very busy and he sees that the northwest corner of their property as commercial and not R-3. CD Director Doty reminded the commission that at a previous meeting, staff had shared with the commission Mr. Rustke's request for this property to be R-

3 and Commercial in the northwest corner. At that time, the commission recommended R-3 for the entire property.

Acting Chair Kalkofen asked CD Director Doty to indicate where they should start tonight. CD Director Doty stated that they should start on page 16. CD Director Doty stated that there was a lot of discussion again tonight on Business Campus and the Gateway district and that will need to be re-reviewed at a later meeting.

Mr. Paige gave a definition of Gateway district on a slide. CD Director Doty stated that there does need to be more discussion on the definition. Council Liaison Holman stated that the Commission and staff will need to formalize this Gateway District prior to it going public and to the Council. His concern was the public asked questions of this district and it not being formalize yet. Council Liaison Holman also posed the question of what about a gateway district for the north and south, Acting Chair Kalkofen stated that was a good question.

The Commission reviewed page 18-27 with some minor language and punctuation changes. Council Liaison Holman questioned the sewered growth areas and stated that infill areas should be looked at as the priority area. Acting Chair Kalkofen asked for a designated time to finish the business campus/gateway districts. CD Director Doty indicated that the meeting could be held during their regular meeting or have a second meeting in June.

The Commission moved on to Chapter 3 Transportation page 1-2. Acting Chair Kalkofen asked if page 2 number 4 should have more detail as to location of the crossing. Commissioner Ryan stated that this document is meant to be broad so it doesn't tie the cities hand to specific verbiage. Commissioner Clark asked about the calming features on page 8, what calming features would be used in Baxter? CD Director Doty explained that road design, right of way, landscaping, signage are examples, but it can mean a lot of things. CD Director Doty added that the Cypress Drive traffic light did not get placed on the Functional Classification Street Map, he will get it resolved. Council Liaison Holman questioned if the Isle extension should be showed as current or future status. CD Director Doty stated that this is a very important question and that will have to be looked into. On page 7, Commissioner Ryan indicated that the verbiage needs to be changed regarding residential driveways have no direct access to any road, that may seem confusing. CD Director Doty will talk to Stantec to clean that up.

The Commission moved onto Chapter 4, Parks Trails and Open Space. CD Director Doty stated that there is an updated version at each seat, which has been reviewed by the Parks Commission. CD Director Doty indicated that the Parks & Trails Commission has been working on this chapter for the comprehensive plan update. There was discussion that perhaps, we don't want to be specific on the map to show the location of a Hwy 371 trail crossing. Staff noted that if that is not the intent, then it should be deleted off the map or expanded. CD Director Doty stated that the Parks Commission has identified that two of their top goals is 371 trail crossing and the other was to expand Mississippi Overlook Park to improve access, preserve additional river frontage, and to improve trails in and around park, connecting the park to Forestview Middle School.

Council Liaison Holman asked if a crossing County Rd. 48 was discussed at the Parks Commission for the Baxter Elementary School. Acting Chair Kalkofen stated that there has been a lot of discussion of safe routes to school from Memorywood to Ingelwood, but not across to 48. Council Liaison Holman stated that if there was a comp. plan showing a trail crossing to 48 a safe route to school grant could possibly be looked into when the grant money is available.

Council Liaison Holman asked if the ground water for Baxter was going to be incorporated into the plan being Perch Lake is linked to the water plant. CD Director Doty stated that the Well Head Protection Plan is going to be implemented into the plan. CD Director Doty is going to speak to Stantec about where it will be incorporated and have that information for the next meeting.

The Commission moved on to Chapter 5 Character & Identity/Maintaining Infrastructure. Acting Chair Kalkofen noted a lot of grammar errors and thought that Stantec had worked quickly to finish this section. Commissioner Ryan had no issue with the pictures; however he wished that the developers that were in the audience earlier would have stayed to hear his comments. Commissioner Ryan is not pleased with being presented a picture of a beautiful boulevard, as was presented to them tonight. He said that pictures like that do not mean that that is what the city will get. He also added that when they state that they can't build in Baxter without C-2 isn't true, as there are other options. He stated that the current regulations and architectural standards would allow for a lot of different situations, however developers have brought projects forward and then backed away from project upgrades after commissions and staff have given the go ahead. He expressed his frustration regarding developers and architectural bait and switch. Acting Chair Kalkofen noted on page 6 there was information on wellhead protection. Acting Chair Kalkofen stated that he is going to give CD Director Doty his comp. plan to review all the errors that he found.

Acting Chair Kalkofen asked about a special meeting on June 9, 2014. Would that meeting be primarily about land use? CD Director Doty stated he had two ideas for that meeting, being the Business Campus/Gateway district and the implementation plan for projects that would move forward at a later date. It's used for general time lines which can help guide a five-year CIP and helps define future projects are expected with this Comprehensive Plan. CD Director Doty stated that next step after that would be a joint meeting with all Commissions and Council to review the plan. Commissioner Clark asked if there is a definition of what short, medium, long and ongoing mean on the Parks Implementation Plan. CD Director Doty stated that there could be definitions, however you don't want to make it too specific as Commissioner Ryan stated earlier, because you don't want to be held to a specific time. Council Liaison Holman asked the Chair and CD Director Doty what the life span is of this comp. plan. CD Director Doty said that it is a 20 year plan. Council Liaison Holman asked this question because currently council is working on a 5 year capital improvement plan and that should be considered.

Acting Chair Kalkofen referred back to the special meeting. He asked if the Commissioners present would be available for the June 9th meeting. All present were, less Acting Chair Kalkofen. Commissioner Ryan suggested that the whole Commission should be available for the meeting, all members should be present to discuss the land use piece of the plan. Acting Chair Kalkofen asked if the June 9th meeting gave staff enough time to create a draft of the gateway/business district. Commissioner Cross did not like "higher and best use" verbiage and that there is a procedure and a way that will allow multi-uses and density. Let's make it how we want it and see if/when the comp. plan will get pushed to be changed. The Commission discussed what the developers were upset about it was determined mostly not allowing big box stores and a lot of outside storage. Commissioner Ryan stated that this Commission needs to make sure we get what we want for our City. Commissioner Cross stated that the Commission needs to be subjective. Council Liaison Holman asked CD Director Doty what type of tools staff would like because it starts with staff. The prescriptive or the planned unit development (PUD), which would CD Director Doty like to use. CD Director Doty stated that PUD's are a useful tool and you can negotiate projects within the scope of a PUD. However, if you know what you want, you have a much better chance of getting what you want if you are prescriptive enough to define the standards and uses in advance into a district.

The Commission discussed having pictures at the next meeting to be able to visualize what they may want. CD Director Doty stated that pictures were brought up at the previous meeting and we could request this of Stantec. Commissioner Ryan asked if there was a possibility of having the C2 regulations available for the Commission to review and determine what they would like in the gateway/business campus district. He further stated that the architectural regulations would also require some revisions.

The Commission discussed the meeting on June 9th and decided to just keep the regular scheduled meeting of June 23, 2014.

Council Liaison Holman stated that there is a good chance that a community meeting/town hall maybe needed with all that is going on such as the comp. plan and project that are going forward. Commissioner Cross stated he was very disappointed in the last town hall meeting; there was a lot of staff time and less than 20 people showed up.

Other Business

None

Next Meeting

The next meeting is scheduled for June 23, 2014 at 6:00 p.m.

Adjournment

Motion by Commissioner Cross, second by Commissioner Clerk to adjourn the meeting at 8:15 p.m.

Approved by:

Respectfully submitted,

Acting Chair Jim Kalkofen

Shanna Newman
CD Technical Clerk