

LONG RANGE PLANNING COMMISSION MINUTES
February 24, 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, Bob Ryan, Jim Kalkofen, Cathy Clark and Council Liaison Todd Holman

MEMBERS ABSENT: Rock Ylimeini and Lori Rubin

STAFF PRESENT: CD Director Josh Doty and Consulting Planner Phil Carlson

OTHERS: Nathan Hall and Rod Osterloh

Approval of Minutes

Motion by Commissioner Ryan, second by Commissioner Cross to approve the minutes of the January 27, 2013 meeting. Motion carried unanimously.

Review Process to Date

Mr. Phil Carlson of Stantec reviewed the items presented to the Commission and explained the previous steps the Commission has completed. He noted the items on the agenda to review for this meeting. The Commission is currently in between steps 3 and 4 of the 5 phase plan. Currently the Commission is slightly ahead of schedule; therefore the March meeting should place the comprehensive plan on schedule.

Business Council Issues Discussion

Mr. Carlson stated that on December 18, 2013, city staff and consultants met with the Baxter Business Council and discussed the issues affecting the business community. He had a memo in the packet that outlined the four main items. Those items were location, Hwy 371, City government and viewing communities and the county as one area. The Commission had no questions of the memo. Mr. Carlson stated that this will be added to the comprehensive plan.

Land Use Discussion

Draft Land Use Map

Mr. Carlson reviewed the future land use categories and map with the Commission, including the new revisions. One of the main changes was with the industrial district. It was decided that the industrial district will be kept as one land use category while keeping the design standards that include a two-tier system. He asked the Commission to focus on the business campus category and note that the “gateway” to Baxter has been changed to this use. The other change was removing the Utility categories as it did not seem to be needed. Mr. Carlson then stated that he would like to go in a clock wise format around the city and discuss the following areas:

Hwy 371 North Area/North Baxter AUAR

Mr. Carlson reviewed the previous and current maps showing the difference in sewer service areas. The question raised is does the Commission want to show on the map the potential area where sewer service could be provided outside of Baxter or how does the Commission want to show only the area in the city. Commissioner Cross stated that the current policy is that Baxter does not extend services outside of city limits. However, it would be nice to have a map to see where the services could go should the properties be annexed to the city.

CD Director Doty commented that the current AUAR has expired and there is not a developer pushing for it to be revisited. He asked the Commission if the AUAR should be shown on the land use map in order to keep it visible. Mr. Carlson reminded the Commission of what an AUAR is and how it effects the environment. However, it doesn't have to follow the land use map. Chair Donnay asked who initiates the AUAR, Mr. Carlson noted the City or the property owner.

Chair Donnay asked Commissioner Cross how far out he thought the map showing the potential serviced area should go. Commissioner Ryan stated that it shouldn't go out past where the commercial area would/could go. Commissioner Ryan agreed that the map should show the serviced areas behind several of the business on 371 so staff and the Commissions know ahead of time should a person want to develop. That way everyone would know the potential for services. The Commission discussed and determined the color should be gray. Mr. Carlson added that the sewer service boundary done by WSN is roughly a ¼ mile. Mr. Carlson suggested maybe a separate map should be considered.

Commissioner Ryan mentioned concern about the preliminary map showing the guiding of the property that is not in the city limits. He wasn't sure how the industrial zone would fit with the commercial zone next to it. Commissioner Cross stated that maybe the guiding should be considered at the time of annexation. The consensus of the Commission was they agreed not to show guiding classifications beyond the city limits.

Woida Road Area, North of Wildflower

Commissioner Ryan stated he has no problem with the rezoning to commercial. Commissioner Cross questioned the color change transition. Chair Donnay asked what drives the commercial to high density residential. Commission Ryan stated that the zoning map and the AUAR had some involvement in the changes. He further stated and Commissioner Cross agreed that the property owners requesting commercial should receive that zoning and the R-2 next to commercial should be turned back into commercial. This would allow the zoning to go from commercial to medium density to low density.

Council Liaison Holman offered the situation of Best Buy moving in on the Kirkwood Dr. neighborhood. He indicated that there were issues with the commercial use next to residential. He asked with that in mind, is a mixed use district something that could work in this area. Mr. Carlson noted that that a mixed use description can allow for a variety of different mixes of land uses and could potentially work. He added that it is all about the details when working with mixed use. Mr. Carlson asked the Commission if they would like CD Director Doty and him to come up with a mixed use solution for this area on Woida Road. Chair Donnay and the Commission agreed to have the mixed use looked into, with Commissioner Ryan being concerned about being down zoned to mix use. He suggested a public meeting prior to changing the zoning.

The Commission had a brief conversation regarding the difference between C-1 and C-2 districts.

371/210 Area

Mr. Carlson indicated that a change was needed on the northwest corner of the 371/210 intersection. Currently there is a church and other church properties on that corner. However it determined that future use should be commercial. The question is does the Commission agree with the change on this corner. The Commission had no concern with this change.

South 371 Area - Industrial Districts and Business Campus District

Mr. Carlson moved to the industrial district and explained the previous plan and the new map showing the revisions. The change is leaving the industrial district in one classification, while keeping the city's exiting two-tier system and creating a new business campus district. He read the business campus category which included higher level of design standards along the 371 corridor as this is the gateway into Baxter. A few other smaller changes included adding higher density residential south of Carlos Road to allow for potential student housing which was a change from office service.

Mr. Carlson stated that they had talked to the business owner of the land at the northeast corner of Highway 371 and County Road 48 and that owner wanted to be zoned to allow C-2 commercial. The conversation had taken place prior to the business campus category. Commissioner Cross agreed with the business campus category in that location.

CD Director Doty stated that the Potlatch information included in the packet indicated what they would like to see for their property along the 371 corridor south of County Rd. 48. They are requesting commercial to the west and high density residential to the east of 371. These properties are also being shown as low density residential.

Commissioner Cross read the description of mixed use and business campus, he then asked of the business campus what type of commercial would be allowed. CD Director Doty stated that staff would like some input on that category. Mr. Carlson explained that the business campus category is fairly new and he does not envision commercial uses such as a car dealership being there. CD Director Doty stated that the zoning for the business campus has not been written and is an open slate to be written with the uses that the city would like to be allowed. Commissioner Ryan stated that the first thing he doesn't want people to see when they drive into Baxter is a car dealership or an apartment building. He also had concern that the business district regulations haven't been written and therefore it is not known what exactly what can go into this category. He questioned if a McDonalds is going to be allowed as that is commercial. He also had concern over the verbiage of "higher level of design standards" as there are already architectural standards in place. Mr. Carlson responded that it would be similar to the tiers in the industrial park. Chair Donnay asked for clarification on how the district definitions would be determined. Mr. Carlson stated that the land use plan guides the zoning regulations and should include items that you want or don't want in a district. Commissioner Cross stated that in order to decide what zoning district it is, the details of what are allowed in the categories needs to be determined. He sees the business campus being commercial or should it be limited commercial. Mr. Carlson said yes, it the thought is that it should be limited commercial. CD Director Doty stated that would be the purpose of the business campus district. Otherwise you could just guide it commercial and allow C-2 zoning. Staff noted if there are commercial uses that you do not want to see in this gateway area of the city, this is a way to address those concerns.

Mr. Carlson pointed out the southern neighborhoods of Baxter should have an area that they can get amenities without having to drive north. Commissioner Cross stated that the neighborhoods to the west go to SA gas station and the neighborhoods to the east go to College Square gas station, not everyone goes to the commercial districts. Commissioner Ryan asked why couldn't there be a parcel of C-1 within the business campus area to allow for an upscale convenience store with a place to sit down and eat that would also be convenient for future businesses and the neighborhood. Commissioner Kalkofen stated that Baxter residents are used to going a short distance to get items. Mr. Carlson added that a restaurant could be included in the business campus as an allowed use. The idea of the business campus is limited signage and more landscaping. Chair Donnay stated that was appealing to him. Commissioner Cross stated that he likes the idea of a neighborhood restaurant however it seems that there needs to be a cluster of restaurants to flourish, standalone restaurants don't seem to last. He also is seeing the business district as an extension of the industrial district on a higher scale.

Council Liaison Holman stated that with the business campus district it is taking away from the industrial district. He questioned were we would place a new ready mix or truck hauling center, most likely the Potlatch industrial park, or does this city not want those types of uses and would give the heavy industrial uses to a neighboring community. Commissioner Ryan stated that heavy industrial, if he is asked, should go west to the Potlatch industrial park.

Chair Donnay asked if the Commission agreed with the business campus category with the understanding that the definitions need to be worked on prior to this being released to the public. They also agreed that the higher density areas at the southwest and southeast corners of Highway 371 and County Road 48 should be changed to medium density.

Potlatch West Land on 210

Council Liaison Holman asked if the 210 corridor was going to have any special architectural requirements as that is another gateway into the city. There could be some growth towards City Hall. Commissioner Cross stated that this is the first time there has been a request for commercial to be allowed west on 210. CD Director Doty added that one map within the AUAR called the area south of 210 as industrial and a second map that shows commercial along 210 and industrial further to the south. The Commission agreed on the gateway approach to the west side as well. Mr. Carlson indicated the size of the pieces of commercial on the north side of 210 and what could potentially be placed on those 40-50 acres. It was noted that it is big enough for two big-box stores. The Commission agreed to keep the commercial category in place, as there is not really a lot of commercial land left in the city.

Berrywood Area

The Commission had a brief conversation regarding the Berrywood townhome area and if the residential area should be changed to high density as those areas could have more townhomes placed on them. It was noted that the low density residential categories does not match the current zoning code. It was determined that Berrywood Road should be changed to high density residential, as that is what is currently located in that area. It was also decided that County Rd. 48 will stay all high density residential.

SW Rural Residential Area

Mr. Carlson moved to the southwest area of the map. He explained the difference between the previous map where WSN had indicated the sewer service area and the single family growth area and the new updated map. This updated map also shows the general industrial and slightly more commercial. Council Liaison Holman added that the ACUB line was put in place to assist with the impact on single family homes that could be affected by Camp Ripley activities; however this does not have any effect on industrial growth.

Commissioner Cross asked if staff is proposing to drop the forest district. CD Director Doty indicated that yes that district would be dropped and it would be considered rural residential.

The commission stated that they were in support of increasing the industrial guiding south to Mapleton Road, as requested by Potlatch.

Comp. Plan Outline/Chapter Outline

Mr. Carlson went through the outline of each proposed chapter of the comprehensive plan with the Commission.

Next Steps

Mr. Carlson will have a draft land use map for the next meeting. Chair Donnay asked if the categories will be defined at the next meeting, Mr. Carlson indicated that he will have those categories.

Council Liaison Holman asked about specific areas of the comprehensive plan that have not been discussed and he asked if those items are going to be addressed in the future comprehensive plan or are they being set aside at this time. Mr. Carlson stated that some of the items mentioned will be included in the new version of the comprehensive plan.

Other Business

None

Next Meeting

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

Adjournment

Motion by Commissioner Carlson, second by Commissioner Ryan to adjourn the meeting at 8:28 p.m.

Approved by:

Respectfully submitted,

Chair Kevin Donnay

Shanna Newman
CD Technical Clerk