



**City of Newport
Planning Commission Minutes
February 9, 2012**

1. CALL TO ORDER

Chairperson Lindoo called the meeting to order at 7:00 P.M.

2. ROLL CALL -

Commissioners present – Susan Lindoo, Janice Anderson, Katy McElwee-Stevens, Matt Prestegaard

Commissioners absent –Dan Lund,

Also present – Brian Anderson, City Administrator; Renee Helm, Executive Analyst; Tom Ingemann, Council Liaison; Sherri Buss, TKDA Planner

3. APPROVAL OF PLANNING COMMISSION MINUTES

A. Planning Commission Minutes of January 12, 2012

Motion by Anderson, seconded by McElwee-Stevens, to approve the January 12, 2012 minutes as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

4. APPOINTMENTS WITH COMMISSION

A. Discuss the Red Rock Gateway Implementation Study – Draft Map and Zoning Ordinance

Sherri Buss, TKDA Planner, presented on this item as outlined in the February 9, 2012 Planning Commission packet.

The first item that the Planning Commission discussed was the Allowed Uses table in the ordinance. There was a request at the last meeting that the table be simplified. Ms. Buss advised that the table be specific to some degree for the following reasons: 1) the table needs to communicate the proposed allowed uses clearly to potential developers, and 2) when a use is cited as a permitted use, or permitted via a CUP, it is very difficult to deny an application for the use. As a result, the table needs some specificity. The table will specify that single-family houses are not allowed in the MX-3 District. It was also requested that Ms. Buss research size requirements for the table so that large stores are not developed in the District.

Secondly, the Planning Commission discussed Sections 1350.07 and 1350.08 and request that the existing ordinance be reviewed and updated where needed.

Next, the Planning Commission discussed Section 1350.13, Bulk and Dimensional Standards. The table for height and setbacks has been changed to add “whichever is less” to the height standards.

Dan Lund sent questions to Administrator Anderson for Ms. Buss to answer during the meeting since he was not in attendance. Mr. Lund requested that more information be provided in regards to the Met Council’s grant opportunities.

At the last meeting, the Planning Commission decided that the Floor Area Ratio (FAR) would be reduced from 1.5 to 0.5. The Met Council has several different grant opportunities for economic development. Several grants are for communities that have transit stations. In order to receive these grants, the municipality needs to meet requirements in regards to density and FAR. As of right now, the City is not ready to apply for these grants. Ms.

Buss believes that the City would have a good chance of being eligible for these grants in the future. Ms. Buss provided an example from Mendota Heights, which developed an area with a 0.5 FAR. Since the transit station will not have rail for several years, it is recommended that the City continue with a 0.5 FAR. The City of Anoka recently got rail at its transit station and had difficulty achieving the 1.5 FAR required for Met Council grants. As a result, the development around the Anoka transit station has a 0.5 FAR. The City of Anoka is able to receive grants with a 0.5 FAR. Ms. Buss informed the Planning Commission that through her research she has found that several cities have difficulties reaching a FAR above 1. The City needs to have at least a 0.5 FAR in order for the development to be financially feasible. The Planning Commission agreed to keep the 0.5 FAR in the ordinance.

Next, Ms. Buss provided two options for the height of buildings adjacent to residential districts. The options are attached to the official minutes. The Planning Commission agreed that Option 1 is more feasible for the District and requested that Ms. Buss research different ratios for it. Ms. Buss will also research options for setback buildings to allow more height.

Ms. Buss continued to move through the ordinance. The following changes will be made to the ordinance:

- *Open Space Requirement.* Developers will be expected to work with the City to provide a minimum of ~~five percent (5%) of the project site~~ **ten percent (10%) of residential project sites and five percent (5%) of commercial and mixed-use sites** as open space. The open space may be designed as a square, plaza, terrace, or green, with a variety of landscaped and paved surfaces and seating areas. This requirement may be waived in cases where the City's master plan specifies the location and design of open space.
- Ms. Buss will review requirements for parking spaces.
- *Parking Requirements:* The following bullets will be amended or removed from the ordinance:
 - ~~The off street parking standards shall conform to the general requirements for off street parking located in Section 1330.06 of this Code, except as otherwise provided for in this section.~~
 - ~~On street parking spaces located along the portions of a public street(s) abutting the use where parking is currently permitted may be counted toward the minimum number of parking spaces as required by this section. Those on street parking spaces must be located on the same side of the street as the use, have a dimension of at least twenty feet in length, and be located in areas approved by the City's Public Works Department. On street parking directly across the street from the use may be counted if that parking abuts property that is undevelopable because of physical constraints.~~
~~In the event that the City, County, or State remove any on street parking that was allowed to count toward the minimum requirement, the existing use shall not be required to make up the difference and shall not be made nonconforming with respect to parking.~~
~~On street parking shall not be counted in calculating maximum parking spaces.~~
 - All **surface** parking areas for more than ten (10) motorized vehicles ~~(except for parking areas for townhouse dwellings on a single lot)~~ shall provide screening. If a wall is provided, then the area devoted to the wall shall be wide enough to allow for its maintenance. The screening may be eliminated if abutting parking lots are combined or interconnected with vehicular and pedestrian access. **Walls shall meet the performance standards for structures and screening included in Section 1330.05 and in this Section, Item L (2) f.**
- Language will be added to the ordinance to require bicycle parking facilities

Finally, Ms. Buss discussed creating a Design Guide to include standards such as Street Design and Architectural Standards. Ms Buss has begun working on a draft Guide. The Guide will include all of the standards from the ordinance but will also include pictures to show examples. The Guide would be referenced in the ordinance. Ms. Buss will provide a draft at the March 8, 2012 Planning Commission meeting.

5. COMMISSION AND STAFF REPORTS

Commission – No Reports

Admin. Anderson – As Sherri said, we had a meeting regarding the financial analysis of the Red Rock Gateway Area, which will be presented at the March 1 City Council meeting. The analysis goes into how many apartments, townhomes, and commercial and retail square footage can fit in the area, as well as the cost.

Ms. Buss – The City met with the County to discuss what their involvement will be and if there will be a TIF district formed. That will be discussed at the March 1 meeting.

Admin. Anderson – In regards to the Knauff site, the City has been meeting with developers and they do not believe it is a good location for senior housing. As a result, we are meeting with an industrial developer next week who has dealt with developing smaller industrial buildings. We will be submitting another round of grant applications to DEED and Met Council for Phase II and clean-up. Industrial sites do not need to be cleaned up as much as residential sites.

I have been working with the City Council to review the Comprehensive Plan and we will be discussing it at the next Council meeting. We hope to schedule a couple public meetings to review it.

The previous Sure Lock Motel is under new management and the name has been changed to the Red Rock Lodge.

Just a reminder that the City took over the library at the beginning of the year.

Finally, staff will be bringing honeybees and fences before the Planning Commission at the March 8 meeting for discussion.

6. NEW BUSINESS

No new business

7. ANNOUNCEMENTS

A. Upcoming Meetings and Events:

- | | | |
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| 1. City Council Meeting | February 16, 2012 | 5:30 p.m. |
| 2. Presidents' Day – City Offices are closed | February 20, 2012 | |
| 3. City Council Meeting | March 1, 2012 | 5:30 p.m. |
| 4. Planning Commission Meeting | March 8, 2012 | 7:00 p.m. |

8. ADJOURNMENT

Motion by Anderson, seconded by McElwee-Stevens, to adjourn the Planning Commission Meeting at 9:05P.M. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

Signed: _____
Susan Lindoo, Chairperson

Respectfully submitted,

Renee Helm
Executive Analyst