

MEMBERS PRESENT: Jim Herreid, Alice Thomas, Suzie Nakasian, Richard Schulte, Tracy Davis, and Steve Rholl

ABSENT: Vacant Seat

ALSO PRESENT: Betsey Buckheit, Community Development Director Brian O'Connell, City Planner Dan Olson, Recording Secretary Sandra Bremer

1) Call to Order and Approval of Agenda

Acting Chair Thomas called the meeting to order at 7:00 p.m.

**A motion was made by Rholl and seconded by Herreid to approve the agenda of March 18, 2010. All in favor. Motion carried.**

2) Approval of Minutes

**A motion was made by Schulte and seconded by Herreid to approve the minutes for the Special Planning Commission meeting of March 4, 2010, as amended to add to Page 3 Item c) Herreid's name as attending the training. All in favor. Motion carried.**

**A motion was made by Schulte and seconded by Herreid to approve the minutes of the work session of March 11, 2010. All in favor. Motion carried.**

3) Unfinished Business Action Items: None

4) New Business Action Items: None

5) Reports and Discussion Items:

a) Continue Review of Implementation Matrix and Draft Land Development Code

The Commission reviewed the packet addendum staff report section 3.5.5 and section 2.10.1 to 2.10.4(B).

There was discussion regarding the changes proposed by staff and Thomas. Discussion occurred over the issue of accessory dwelling units and how many should be allowed on a single property. Staff would check to see if regulations cannot legally require a property be owner occupied.

It was agreed that the issue of lighting for stadiums would be resolved by reviewing them under the conditional use permit process.

A new purpose statement was presented and revised to read: “While colleges have appropriate flexibility within the interior of the CD-S district, the development standards for the PTA are intended to provide a transition between the CD-S district and nearby neighborhoods and to minimize any adverse impacts of proposed development on the facing and adjacent non-college properties and their occupants. These standards are in addition to the Conditional Use Permit approval criteria in Section 5.5.9(D) Approval Criteria.

In Section 3.5.5 (B)(2), it was agreed that it be amended to read “...college owned property *within the PTA*, the...”

Under 2.10.2 (B), it was agreed to add “pergolas, wood cribs, and arbors” to the list and to remove “provided they do not occupy more than 12 square feet.”

Under 2.10.2(F)(1)(b) it was suggested that the reference to nonconforming garages should be removed from this section and placed in the section referring to garages.

Under 2.10.2(F)(2)(b): It was agreed that the height of a detached shed should be 9’ at peak height.

Under 2.10.2(F)(3)(a): It was agreed to remove “decks.” It was agreed that no more than three units should be allowed on a single property. This would include an accessory dwelling unit in the count.

Under 2.10.3(B)(C)(D) and (E) would be numbered as (1)(2)(3) and (4) and (E) would be changed to (B).

In Table 2.10-1: It was agreed that Crop Raising, Accessory Dwelling Units, Home Businesses, and In-Home Day Care would be permitted in the R1-B, R2-B, R3-B, R4-B and N1-B districts.

Under 2.10.4(B)(2): There was discussion as to whether a detached garage should be allowed to be converted to a dwelling unit. Some members felt that a dwelling unit should be allowed above a detached garage. It was questioned if a dwelling unit could become a part of a detached garage on the same level. It was agreed that (b) would be left in but staff would reword it.

Davis arrived around 8:15 p.m. in the evening.

It was suggested that Figure 2-4 should be replaced by a different photo.

Under 2.10.4(C): It was noted that in another section a citizen band tower is only 35 feet in height. Staff will check on this to make them consistent.

Under 2.10.4(D): It was agreed that decks would be removed from the first paragraph.

(1)(a) Remove last sentence. Delete (2).

Under 2.10.4(E): Delete (1) Permitted Home Businesses.

Under 2.10.4(E)(2): Delete (e) Fitness/health facilities. Delete doctor's offices from (f). Delete (g) and (i).

Under 2.10.4(E)(3): It was agreed that blight and noise standards needed to be referenced in this section. (c) It was agreed that the language would be changed to read: "...50 percent..." and change "gross floor" to "square feet." Delete (d). (h) add "unslightly debris" to list and reference other sections, if applicable.

It was noted that all the hour restrictions should be consistent throughout the LDC. Staff will check this.

Under 2.10.4(E)(4): Change to read: "...with on-site, adjacent residential uses *or similar businesses.*"

Delete 2.10.4(F).

Under 2.10.4(G)(2): Change to read: "...keeping of six adult hens..." Change (a) to read: "...single-family or two-family dwelling." Also correct the use table to match.

Under 2.10.4(H) Add "(c) *The boiler or furnace shall have a permanent chimney that extends at least 15 feet above the ground surface.*" and "(d) *Only boilers or furnaces certified by the U.S. Environmental Protection Agency as Phase 2 qualified models are allowed.*"

Under 2.10.4(I): Change to read "Patio Covers, Porches and Detached Decks."

Under 2.10.4(K): Staff will check the EQC comments regarding solar systems.

- b) Liaison reports: None
- c) Remarks by Chair:
- d) Staff Update on Land Use Applications Received:
- 6) Adjournment:

The meeting was adjourned at 9:40 p.m.

Submitted by:

Special Northfield Planning Commission  
March 18, 2010 – 7:00 p.m.  
City Council Chambers

APPROVED: 04/01/2010

Page 4 of 4

Sandra Bremer  
Recording Secretary