

CITY OF MOTLEY

PLANNING AND ZONING COMMISSION MINUTES

June 25, 2013, 5:30 PM

1. Call to Order

O'Regan called the meeting to order at 5:30 p.m.

2. Roll Call

Planning commission: Pat O'Regan, Steve Johnson (left at 6:35 pm), Rob Sampson, Amy Hutchison (arrived at 5:40 pm).

Absent: Nancy Nieken

Staff: Terri Smith, Clerk/Treasurer

Hometown Planning: Ben Oleson

3. Public Hearings

- a. Conditional Use Permit and variance to add a 7,300 sq ft addition to the existing church within the required 50 ft road right-of-way setback and a variance to exceed 50% impervious coverage without a stormwater management plan. Project will also involve creating a new approximate 8,100 sq ft gravel parking area.
  - i. Applicant(s): Motley Free Methodist Church
  - ii. Property Address: 33 Wellwood Street East, Motley
  - iii. Legal Description: Lots 1-6, Block Twelve, Original Plat of Motley
  - iv. Parcel Number(s): 410089000, 41009000, 410091000, 410092000, 410093000, 410094000

Pastor Jim Johnson explained the request to add onto the church and construct a new parking area. They would like to build on the highest portion of the lot and were not aware of the 50 ft setback from the road.

Oleson highlighted that there is both a conditional use permit request and a variance request.

Sampson asked about the surrounding zoning districts. Oleson explained that there is shoreland to the north, residential to the east and commercial to the south.

Oleson noted the road setback also applies to the MnDoT right-of-way to the west and that he tried to contact them, but has not received any comments back.

Discussion followed regarding the current management of stormwater and how much of the impervious on the lot should be directed to any stormwater management area that is identified within the plan. Johnson noted the water goes mostly to the low area on the property and that would be the case after the construction of the new parking area. The building addition would mostly drain to the west or south. Sampson would like to see the stormwater management plan in writing.

Sampson discussed that Wellwood Street was recently improved and the exact location of the right-of-way should be relatively easy to figure out. Johnson stated he talked to his surveyor (Jim Kramer) and he would be able to show exactly where the building sits in relation to the right-of-way.

There was discussion about the width of the right-of-way and that there was not likely to be any work done on Wellwood in the near future. Water currently comes from Wellwood. Sewer currently comes from 1<sup>st</sup> to the northeast side of the property and would not be impacted by the proposed parking lot.

O'Regan asked what the staff recommendations were. Oleson summarized his recommendations from the staff report – that a survey be completed, that erosion control measures be taken during construction, and that a permanent stormwater management plan be prepared to address at least 4,500 sq ft of impervious on the lot. As long as these issues can be addressed, Staff recommends approval.

Sampson made a motion, seconded by Hutchison to approve both variance requests based on the staff findings presented in the staff report and the recommended conditions of approval. Discussion followed regarding the timeline for grading the new parking lot to drain toward the existing stormwater holding area. Agreement that a 30-day timeframe after completion of the parking lot would be appropriate. Sampson amended his motion to include this condition, seconded by Hutchison. Motions passed unanimously.

Sampson made a motion, seconded by Johnson, to approve the conditional use permit request. Motion passed unanimously.

Discussion followed that the recommendation will go to the City Council for additional public input opportunity and final action.

#### 4. Additions or Deletions to the Agenda.

None

#### 5. Open Forum

There were no persons present wishing to speak.

#### 6. Approval of Minutes

Hutchison made a motion to approve the May 28, 2013 Planning Commission minutes, seconded by Sampson. Motion passed unanimously.

#### 7. Planning and Zoning Administrator's Report

None.

#### 8. Other Business

- a. 2013 Planning Commission Work Plan (direction from City Council)

Oleson noted the Council had prioritized work on the ordinance amendments relating to legislative changes, final action on the Planning Commission policy and an update to the Comprehensive Plan. Oleson stated the first two would not take much time or expenditure as they are mostly ready to go. The Commission agreed that they should discuss the Planning Commission policy and ordinance amendments informally at their next meeting with a formal public hearing to follow at a later date. On the Comprehensive Plan, they requested that Oleson provide some suggested timelines and work plans – noting that they would like to have it completed within approximately one year, that they wanted significant opportunities for the public to be involved and want to help ensure that the public is brought in to the plan when it is ultimately adopted.

The Commission also requested that Oleson prepare a training session for next month on “Planning Commission Orientation”.

The Commission discussed an issue relating to the current city regulations regarding setbacks between businesses that apply for liquor licenses and churches, schools and other places. There was a desire to discuss whether these rules should be relaxed in relation to situations where existing businesses with liquor licenses are not negatively impacted in terms of future licensing by the expansion of churches, schools, etc... closer to them.

Motion was made by O'Regan, seconded by Hutchison, to direct Oleson to work with City staff and possibly the City attorney to research options for the business known as Mr. Ed's to remain compliant with setback rules in the city's liquor license regulations given that the church addition addressed earlier in the night was not a situation that they had any control over. Motion passed unanimously.

A motion and second was made to adjourn the meeting. The meeting was adjourned at 6:47 p.m.

Respectfully submitted,

Ben Oleson

Hometown Planning