

CITY OF MOTLEY  
PLANNING AND ZONING COMMISSION MINUTES  
September 24, 2013, 6:00 PM

1. Call to Order

O'Regan called the meeting to order at 6:00 p.m.

2. Roll Call

Planning commission: Pat O'Regan, Nancy Nieken, Rob Sampson

Absent: Amy Hutchison, Steve Johnson

Staff: Terri Smith, Clerk/Treasurer

Hometown Planning: Ben Oleson

3. Public Hearings

a. Ordinance Amendment – Variance Criteria:

Oleson explained that the Minnesota State Legislature recently adopted changes to the criteria which apply to the review of variance requests.

O'Regan asked if there was any public comment. There was none.

b. Ordinance Amendment – Property Valuation for Park Dedication Purposes

Oleson explained that this also relates to a recent change to state law made by the State Legislature and that it is intended to clarify how “market value” of property is determined. The state language makes the assessed value as determined by the County Assessor’s office the method. Oleson explained the proposed changes to the City’s ordinance refers to the relevant state statute so that future amendments to the statute would be automatically reflected in the City ordinance.

O'Regan asked if there was any public comment. There was none.

Sampson made a motion, seconded by Nieken, to adopt the proposed ordinance amendments (variance criteria, property valuation) as proposed.

Sampson asked whether the City has the ability to be more restrictive than these state laws. Oleson explained that the general rule is that local governments can be more restrictive, but in this case he was not sure if that was true or if it was a situation where the City must be the same. Oleson explained that he would not recommend altering the state’s language but that he is aware of some communities that have added additional criteria for variance review. He also noted that the language is not really such that you can create more restrictive language – it leaves a lot of room for interpreting language more or less restrictive. Discussion followed that the City should attempt to interpret the language consistently from one application to the next, realizing that every application presents unique situations.

The motion passed 3-0.

4. Additions or Deletions to the Agenda.

None

5. Open Forum

There were no persons present wishing to speak.

6. Approval of Minutes

Tabled for Oleson to complete preparation of the August 27, 2013 minutes.

7. Planning and Zoning Administrator's Report

Oleson presented information on recent permitting or zoning-related issues that have arisen.

8. Other Business

a. Discussion – Options/Ideas for Comprehensive Plan update process

The Commission reviewed a proposal to update the City's Comprehensive Plan from Region 5 Development Commission.

Oleson explained that he had previously submitted three general options and rough budgets for updating the Comprehensive Plan.

There was further discussion regarding the manner in which the Commission envisions updating the City's plan and the ways in which it would involve the public in that work. There was also discussion as to how the City would like to solicit proposals for such an update.

Oleson was asked to prepare a proposal to update the City's Comprehensive Plan along the lines of what has been proposed by Region 5 Development Commission so that the City may make an "apples to apples" comparison.

Oleson was asked to prepare a proposal by next week so that the City Council can review it and then discuss at its October 8, 2013 meeting.

b. Training Session – Overview of Zoning/Subdivision Ordinances and Basic Zoning Terminology

This discussion was tabled so that the full Planning Commission could be in attendance when it was presented. Oleson was asked to post a different Training Session online for the Commission to view.

Sampson made a motion, seconded by Nieken, to adjourn the meeting. The meeting was adjourned at 7:11 p.m.

Respectfully submitted,  
Ben Oleson  
Hometown Planning