

December 1, 2015

The Scandia Planning Commission held their regular monthly meeting on the above date. The following were in attendance: Chair Christine Maefsky, Commissioners Jan Hogle, Travis Loeffler and Dan Squyres. Absent: Commissioner Walt Anderson. Staff present: City Administrator Neil Soltis, City Planner Sherri Buss and Deputy Clerk Brenda Eklund. Chair Maefsky called the meeting to order at 7:00 p.m.

### **APPROVAL OF AGENDA, MINUTES**

**Hogle, seconded by Loeffler, moved to approve the agenda as presented. The motion carried 4-0.**

**Hogle, seconded by Loeffler, moved to approve the November 4, 2015 minutes as presented. The motion carried 4-0.**

### **INTRODUCTIONS**

Chair Maefsky recommended that staff and Commissioners make brief introductions as a welcome to new City Administrator Neil Soltis.

### **DISCUSSION ON REQUIREMENTS AND STANDARDS FOR AGRITOURISM ENTERPRISES**

Planner Buss introduced a discussion on Agritourism Enterprises and whether specific standards should be added to the development code, as there are currently no performance standards outlined in the code for this use. Buss explained that a non-profit organization is considering developing a facility in the General Rural district that would offer rural educational experiences to children several days a week and occasional open houses for parents and guests during daytime and evening hours on the farm. An Agritourism Enterprise best fits this use as defined in the development code; however the definition limits this to commercial enterprises. The Commissioners were in agreement to expand the definition to include non-profit organizations.

Commissioners discussed the impacts an operation such as this would have on neighboring properties and if the use would instead fall under a Rural Event Facility, which would operate under an IUP and an annual AOP. Commissioners concluded that an Agritourism Enterprise could operate as an allowed use with no permit needed up to a defined threshold. If occasional events at which more than 100 people attend are held at the farm, the organization would need to apply for a Special Event Permit for each event. This would allow the City to review the details of the event and put conditions in place for large gatherings. If the farm were to hold these open houses or larger events on a regular schedule, such as greater than 4 each year or at a level otherwise determined, the applicants would be advised to apply for a Rural Event Facility IUP.

Buss will prepare revised definitions for review at the next meeting and will gather more information from the potential applicants as to what they envision for the facility. This would determine if the application should proceed as a Rural Event Facility needing an Interim Use Permit.

**DISCUSSION ON CONDITIONAL USES IN THE VILLAGE MIXED USE A (VMU A)  
AND VILLAGE MIXED USE B (VMU B) ZONING DISTRICTS**

Planner Buss introduced a discussion on whether Conditional Use Permits should continue to be required for a large number of uses that currently require a permit in the VMU A and B zoning districts, where a larger number of businesses operate. After recent changes were adopted in the Industrial Park District, the Council requested that the Commission review uses in the Village Districts as well.

Buss reviewed zoning ordinances for downtown areas in nearby communities for comparison. Many of the uses that require a CUP in Scandia's Village Districts do not require CUP's in other communities, such as bakeries, beauty salons, medical offices, grocery stores and small animal vet clinics.

Buss explained that there has been a recent inquiry for development of a hotel at the northeast corner of Olinda Trail and Highway 97, zoned VMU A. Hotels and motels are allowed with a CUP in the VMU B district but not the VMU A. Commissioners recommended a change to the ordinance that would allow hotels in the VMU A with standards addressing number of units, parking, etc.

Chair Maefsky recommended that the Commissioners review the table in the staff report and determine which uses each of them recommends should require a CUP for discussion at the January meeting. Maefsky stated that use of Buss's guidelines on CUP classification would be good rationale. A use is classified as a Conditional use rather than a Permitted use because of hazards inherent in the use, impacts it may have to other uses, or because of special problems that the location may present.

**ADJOURNMENT**

**Loeffler, seconded by Squyres, moved to adjourn the meeting. The motion carried 4-0.**

The meeting adjourned at 8:37 p.m.

Respectfully submitted,

Brenda Eklund  
Deputy Clerk