

September 6, 2011

The Scandia Planning Commission held their regular monthly meeting on the above date. Commission Chair Maefsky called the meeting to order at 7:03 p.m. The following were in attendance: Commission Chair Christine Maefsky, Commissioners Jan Hogle, Tom Krinke and Peter Schwarz. Staff present: City Administrator Anne Hurlburt, City Planner Sherri Buss and Deputy Clerk Brenda Eklund. Commissioner Steve Philippi joined the meeting at 7:17 p.m.

APPROVAL OF AGENDA, MINUTES

Administrator Hurlburt noted an addition to the agenda regarding an informal discussion of a potential variance application, added under New Business. **Schwarz, seconded by Krinke, moved to approve the agenda as amended. The motion carried 4-0.**

Schwarz, seconded by Hogle, moved to approve the August 2, 2011 minutes as presented. The motion carried 4-0.

PUBLIC HEARING: DRAFT ORDINANCE NO. 128, AN AMENDMENT TO THE SCANDIA DEVELOPMENT CODE CHAPTER 3 – SUBDIVISION REGULATIONS

Scandia has been required to update its Development Code (all regulations concerning land use and development) as a consequence of the incorporation of the City and adoption of a new Comprehensive Plan. The last chapter of the Code to be updated is Chapter 3, the Subdivision Regulations. The Planning Commission has been working on a draft since May, and has now scheduled a public hearing on the new ordinance.

City Administrator Hurlburt presented an overview of the chapter and highlighted the changes recommended by the Commission. Minor subdivisions which create three or fewer lots will be recorded by platting rather than metes and bounds descriptions. This will result in more clear and accurate legal descriptions with more clearly defined easements and fewer errors in conveyance.

A new section was added that allows for lot consolidation and lot line adjustments, those which create no new parcels, to be processed administratively. Administrator Hurlburt stated that this clear procedure will save time and money for the applicant.

Park dedication requirements were adjusted from the current level based upon the evaluation of a park dedication needs analysis report. The Commission recommended 5% land dedication and \$3,000 cash-in-lieu of land per lot created in a subdivision. These values are near the mid-point of the range identified in the needs analysis, based on growth forecast and land values.

Section 13, Minimum Design Standards, contains the general and technical requirements for design of the development. A separate document, Engineering Standards and Detail Specifications, will be adopted by reference.

At 7:40 p.m., Chair Maefsky opened the hearing to public comments. No comments were given and Chair Maefsky closed the hearing.

Krinke, seconded by Schwarz, moved to recommend to the City Council adoption of draft Ordinance No. 128, an Amendment to the Scandia Development Code Chapter 3 — Subdivision Regulations, as presented. The motion carried 5-0.

The City Council will receive this recommendation at their September 20, 2011 meeting.

NEW BUSINESS – GREG ZAUNER, VARIANCE PROPOSAL

Greg Zauner, 15171 Pilar Road, appeared before the Commission to informally discuss a potential variance application. Mr. Zauner explained that he owns a property at 23230 St. Croix Trail, a 3-acre parcel. The property has a house and barn that were built in 1920. Mr. Zauner is trying to sell the property and would like to build a detached garage to make the property more marketable, but this would exceed the permitted square footage for a parcel this size. Mr. Zauner stated that adding an attached garage, which would not need a variance, would detract from the character of the farmhouse. He would like to retain the historic barn on the property, and is able to construct the garage within the setbacks of the property. Mr. Zauner provided pictures of the barn, and asked for direction on pursuing a variance request.

The Commissioners discussed the request, and agreed that it is reasonable to retain the historic character of the house and barn as encouraged in the City's Comprehensive Plan. City Planner Buss explained the newly adopted state law which renames the variance standard of "undue hardship" to "practical difficulties". It appeared that historical character is unique to this property, and may meet the standard for granting a variance.

Administrator Hurlburt advised Mr. Zauner to verify the size of the parcel and to include the area of the lean-to structure in the existing accessory structure square footage.

Commissioner Philippi asked if amendments to the development code should be pursued which would exempt historical properties from applying for a variance. Administrator Hurlburt stated that updates to the development code will be proposed in 2012 to reflect the new standards for variances and it could be considered at that time.

OLD BUSINESS – STATUS REPORT, SCENIC VIEWSHEDS COMMITTEE

Chair Maefsky provided a report on the Scenic Viewsheds Committee. The Committee is putting together guidelines containing background information and findings which designate significant scenic viewsheds. The goal of the document is to recognize the significant scenic views, their importance to the rural character of Scandia, and offering ideas to protect these views.

The focus has been narrowed to corridors along the following roadways: State Highways 95 and 97; Olinda Trail; Oakhill Road, south of Highway 97; Manning Trail; Lofton Avenue, north of Highway 97; and Mayberry Avenue, south of Highway 97. The Committee has also rank-ordered the views based on a set of criteria. It was suggested that GPS coordinates be used to identify the scenic locations. A map will be assembled showing these locations.

The document will emphasize that preserving scenic views within these corridors is incentive-based, rather than regulatory. Conservation Subdivisions will have an option of being granted bonus density for preserving significant scenic views.

Planner Buss questioned if incentives will be included for developments that are not being developed as Conservation Subdivisions. Maefsky stated that the Committee is discussing this and have ideas for potential incentives.

The next meeting of the Scenic Viewsheds Committee is scheduled for September 29, 2011 at 7:00 p.m.

ADJOURNMENT

Hogle, seconded by Schwarz, moved to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 8:32 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk