

August 1, 2017

The Scandia Planning Commission held their regular monthly meeting on the above date.

The following were in attendance: Commissioners Walt Anderson, Jan Hogle, Travis Loeffler, Tom Noyes and Dan Squyres. Staff present: City Administrator Neil Soltis, City Planner Sherri Buss and Deputy Clerk Brenda Eklund. Council member Chris Ness was also in attendance.

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

APPROVAL OF AGENDA, MINUTES

Noyes, seconded by Anderson, moved to approve the agenda as presented. The motion carried 5-0.

Noyes, seconded by Hogle, moved to approve the July 11, 2017 meeting minutes as presented. The motion carried 5-0.

DISCUSSION ON AMENDMENT TO DEVELOPMENT CODE CHAPTER 2, SECTION 3.9, LIGHTING

Planner Buss explained that an update to the lighting ordinance is necessary for the recently approved site improvements at Scandia Elementary School. The lighting plan for the project proposed the use of LED luminaries for the parking lot, but the city's current ordinance prohibits LED lighting in all districts. Buss said that the language is outdated as LED lighting is now the standard for most outdoor lighting for its efficiency and low maintenance. The City Council will hold the public hearing on the proposed ordinance amendment at its August 15th meeting, and the Planning Commission must provide its recommendation on any update to the development code.

The Planning Commission reviewed an amended ordinance with some additional changes as recommended by Administrator Soltis.

- To clarify that the standards apply to outdoor lighting (not signs) as defined in the development code.
- That the standards do not apply to street lighting on City streets or State and County highways.
- That traditional decorative lighting that existed in the VMU A and B Districts at the time of adoption is exempt, as is temporary holiday lighting.
- Removed individually lit letters in signs from the listing of prohibitions since this is regulated by the sign ordinance.
- Removed 5(C)(6) from the performance standard as it is redundant to 5(A).
- Removed 5(C)(4) describing setbacks from the street ROW because many storefronts are at the ROW line and the intensity standard will apply here.
- Updated Section numbers referenced in 5(D).

The Commissioners also addressed the use of predator lights which can be commonly used by livestock owners and operate by flashing or blinking to scare away predators like fox, bear, skunks, etc. Commissioner Hogle questioned if an exception should be made for this category of

lights, but it was determined to leave any type of language to address these out of the ordinance for now.

Commissioner Anderson stated that outdoor recreation lighting should be made stricter because he has been blinded by the rink lights in the wintertime when driving past the hockey rink at night. He said this could apply to the ballfield lights as well. There was discussion on measuring the intensity of the lights at the street and the rational needed to make the lighting sufficient enough for a safe playing environment. Chair Squyres said that they are not designing a lighting plan and questioned the regulations for this type of lighting. Planner Buss said that she would explore recreational lighting for other communities and present this concern to the Council for the public hearing on the lighting ordinance, with an option to comply or regulate outdoor lighting.

Loeffler, seconded by Anderson, moved to recommend to the City Council the lighting ordinance amendment with the changes as discussed, with the objection to the outdoor lighting performance standard. The motion carried 5-0.

REVIEW SHORELAND MANAGEMENT ORDINANCE UPDATE

Planner Buss led the continued discussion on the update to the City's shoreland management ordinance using the 2016 DNR model. A draft ordinance was presented and Buss explained the recommended changes section by section.

- Section 1.2: Kept the intent and purpose language from the City's current ordinance.
- Section 2.6: Added definitions relevant to Scandia such as Accessory Dwelling Unit (removed guest cottage) and Community Solar Gardens as defined "to comply with state statute"; removed commercial use and commercial PUD as these uses are not allowed in shoreland; added pavers to the listing of types of impervious surfaces; adopted the DNR definition of building height because the current language in the code is complicated; adopted the current definition of residential PUD; used existing definition of resort.
- Section 3.2 and 3.4: removed references to certificate of compliance as these are not issued.
- Section 3.6: Added the listing of conditions attached to CUP from the current ordinance; removed the section on mitigation as this is arbitrary.
- Section 4.0: Shoreland Classifications were cleaned up and it was noted that Sylvan Lake is now Keewahtin. The next zoning map will show the shoreland overlay of Lake Elwell on the properties along the west boundary with Forest Lake.
- Section 4.22: Removed this zoning reference.
- Section 4.23: Added Administrative Permit and PUD to describe land uses; changed Accessory Apartment to Accessory Dwelling Unit on the chart, along with permitting Home Occupations; will consider options for duplexes for future discussion; allow museums and semipublic uses with a CUP; Buss will research the definition of forested land; will continue discussion of performance standards for Solar Farms on recreational lakes as the DNR now allows them (limit to 1 mW?).

The Planning Commissioners discussed holding a public meeting before the public hearing to get feedback on what types of development residents may or may not want within the Shoreland, such as marinas, resorts, restaurants, etc. Administrator Soltis noted that any decisions to allow commercial uses must be consistent with the Comprehensive Plan.

The ordinance will continue to be reviewed at the next meeting.

DISCUSSION ON PROCESS TO REVIEW CONCEPT PLANS FOR PROJECTS

At the July meeting the Commission requested a discussion of concept plan review for large projects. Administrator Soltis provided excerpts from the current development code that allow for pre-application review for site plans and minor subdivisions and a mandatory concept plan review for major subdivisions. The Commissioners were in favor of adding concept plan review as an option for Conditional Use Permits as it would seem useful for certain types of applications. Planner Buss will bring back language for an optional CUP concept level review as part of the CUP process for future discussion.

FUTURE AGENDAS

Commissioner Hogle recommended discussion on regulating explosive targets being used for target shooting, known as tannerite targets. She said they are extremely loud but was informed that they cannot be regulated by the noise ordinance because they are an intermittent sound. Administrator Soltis explained that the Council has discussed target shooting within the last year and it was decided that the noise ordinance would regulate its enforcement – he will bring back the summary of that discussion. Planner Buss recommended the City Attorney be consulted about this activity as more communities are getting complaints.

ADJOURNMENT

Loeffler, seconded by Anderson, moved to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk