

July 5, 2011

The Scandia Planning Commission held their regular monthly meeting on the above date. Commission Chair Maefsky called the meeting to order at 7:02 p.m. The following were in attendance: Commission Chair Christine Maefsky, Commissioners Jan Hogle, Tom Krinke, Steve Philippi and Peter Schwarz. Staff present: City Administrator Anne Hurlburt, City Planner Sherri Buss and Deputy Clerk Brenda Eklund.

APPROVAL OF AGENDA, MINUTES

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

Schwarz, second by Philippi, moved to approve the June 7, 2011 minutes as presented. The motion carried 5-0.

STATUS REPORT, SCENIC VIEWSHEDS COMMITTEE

Scenic Viewsheds Committee Chair Maefsky reported that the Committee has had several meetings and has identified views along the major roadways and entrances into the Village Area as having scenic qualities worthy of preserving. These roads include TH 95 and TH 97, Olinda Trail, Manning Trail, Lofton Avenue and Oakhill Road south of TH 97. The Committee will now work on prioritizing the list of scenic views which were identified in the Comprehensive Plan and discuss how to make the best use of this list. Using the information for Open Space Conservation Development in which a density bonus is granted for preservation of scenic views would be valuable.

The Committee also plans to develop a list of criteria of what constitutes a scenic view, but sees a challenge in defining this. Views can be transitory and change with the season.

Chair Maefsky has gotten positive feedback from committee members that appreciate the opportunity to recognize and define what is scenic and why something is pleasing to view. Maefsky plans to establish guidelines for preservation of scenic views that will be helpful to developers and eventually enhance property values.

The next meeting of the Scenic Viewsheds Committee will be held on July 7, 2011 at 7:00 p.m.

STATUS REPORT, ZAVORAL MINING AND RECLAMATION PROJECT EIS

Administrator Hurlburt presented the most recent timeline of dates regarding the environmental review process for Tiller Corporation's Zavoral Mining and Reclamation Project. A Project Advisory Committee meeting is scheduled for August 23, 2011 to review technical data and issues. One or two PAC meetings will follow in October or November before the draft EIS is submitted to the city, tentatively to occur in December. The city extended its agreement with the consultant AECOM to change the completion date of the project to September 2012.

City Planner Buss stated that most environmental studies can take at least two years and this project has been revised in very significant ways.

Commissioner Philippi suggested that the Planning Commission receive some sort of training on the technicalities of evaluating Conditional Use Permits. Administrator Hurlburt stated that the next time a CUP is on the meeting agenda, Planner Buss and Administrator Hurlburt will cover the criteria of CUP's and provide a more in-depth education on this topic to the Planning Commissioners.

WORK SESSION ON DRAFT OF CHAPTER 3, SCANDIA DEVELOPMENT CODE – SUBDIVISION REGULATIONS

The Planning Commission continued to review a draft of Chapter 3 of the Scandia Development Code (Subdivision Regulations).

At the June work session, much of the discussion focused on Minor Subdivisions and whether platting should be required versus metes and bounds land descriptions. A memo from Washington County was provided which explained the County's decision to amend its ordinance on Minor Subdivisions to require platting except in very limited circumstances. Staff had contacted two local surveying firms for their input on the platting issue. They did not appear to have any strong positions against platting minor subdivisions, and explained that costs of preparing either type of land description would vary depending on the case. Planner Buss explained that drainage and wetland easements are more complicated to incorporate into a metes and bounds survey. The Commissioners discussed the advantages of platting, and agreed that simple lot line adjustments, where no new parcel is being created, should be an exception.

Krinke, seconded by Philippi, moved to recommend that Section 6.0, Minor Subdivisions, require platting of land descriptions for the creation of new parcels, but an exception is allowed for property line adjustments in which no new parcels are created. The motion carried 5-0.

Discussion of the draft continued into Major Subdivisions. Planner Buss explained that language in this section was updated to be consistent with the rest of the Development Code. The process of reviewing a preliminary plat will result in a number of conditions and revisions that will be implemented into a final plat.

Administrator Hurlburt led a discussion of park dedication requirements and explained that land is dedicated or fees are collected for the acquisition and development of new facilities only, and not for maintenance or replacement of existing park equipment. A Park Dedication Needs Analysis was reviewed. The report contained information which calculated appropriate dedication requirements for Scandia based on theoretical build-out and average densities of future development.

The Parks Committee has recommended that the percentage of land dedicated for public use be set at 5%, and that cash in lieu of land dedication (park fees) be increased from the current \$1,500 for each residential unit created to \$3,500 per unit. Planner Buss supplied a chart of park land dedication percentages and fees established by a number of communities. The Commissioners requested that staff investigate the park dedication requirements of surrounding

cities, such as Hugo, Forest Lake, Lindstrom and other nearby cities. Discussion of this topic will continue at the August meeting once the results of this survey are reviewed.

The final sections of the ordinance concerning minimum design standards and storm water management were reviewed. Planner Buss stated that Section 14.0, Storm Water Management and Erosion Control, was updated to reflect the Surface Water Plan within the Comprehensive Plan and current Watershed rules. The section is also consistent with the performance standards of Chapter 2.

A review of the park dedication requirements will continue at the August meeting. Suggested edits will be made to the draft and it is anticipated that a hearing on the subdivision ordinance can be scheduled for September.

ADJOURNMENT

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

The meeting adjourned at 9:11 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk