

WABASHA PLANNING COMMISSION

December 11, 2018 6:00 PM

MEETING AGENDA

- 1) Call to Order
- 2) Approval of Minutes - 10-9-18
- 3) Changes or Additions to Agenda
- 4) Public Comment
- 5) Public Hearings - None
- 6) Old Business
 - a) Term Limits
- 7) New Business
- 8) Board of Adjustment Business
- 9) Other Business
 - a) Deadline for Submission 2019
- 10) Next Regular Meeting Date - January 8, 2019
- 11) Adjourn

Planning Commission

2)

Meeting Date: 12/11/2018

SUBJECT: Approval of Minutes 10-9-18

DEPARTMENT: Planning & Zoning

TITLE:

Approval of Minutes - 10-9-18

PURPOSE:

Attachments

PC Minutes 10-9-18

DRAFT

WABASHA PLANNING COMMISSION

October 9, 2018 6:00 PM

MEETING MINUTES

Commission Members:

Tim Wallerich, Chair	Scott Durand
Lynn Schoen, Vice Chair	Sharon Burke
Craig Falkum	Sara Carrels
Kris Kruse	

Present: Craig Falkum; Scott Durand; Chair Tim Wallerich; Sharon Burke; Kris Kruse; Sara Carrels

Absent: Vice Chair Lynn Schoen

Also Present: Kristi Clarke, Contracted City Planner; Wendy Busch, Planning & Zoning Assistant

- 1) Call to Order
The meeting was called to order by Chair Wallerich at 6:00 p.m.
- 2) Approval of Minutes- 9-11-18

Motion made by Scott Durand, seconded by Sharon Burke to approve the meeting minutes as submitted.
Vote: 6 - 0 Adopted - Unanimously
- 3) Changes or Additions to Agenda
Planning & Zoning Assistant Busch requested the addition of an agenda item under Old Business relating to the parking study. There were no other changes or additions to the agenda.
- 4) Public Comment
There was no public comment.
- 5) Public Hearings
 - a) Land Use Amendment & Rezone Wabasha Sand and Gravel
City Planner Clarke provided background information, referenced a handout in this regard, and described the location of the property under discussion. She noted that this property is currently zoned Highway Commercial but has been an open pit mine for many years, surrounded by other industrial uses. She recommended rezoning the property to Industrial, noting that this would be consistent with the Comprehensive Plan in terms of growing industrial uses within the City. She added that the steering committee for the Land Use Plan and the results of a community survey cited the need for space for industrial use and expansion.

Commissioner Falkum asked whether thought has been given to rezoning surrounding parcels. City Planner Clarke provided additional background information and rationale for the current rezoning request. She indicated that other potential zoning changes could be considered in the future.

When asked what types of uses would be allowed without a conditional use permit in the Industrial zone as opposed to the Highway Commercial zone, City Planner Clarke provided additional information in this regard.

Chair Wallerich opened the Public Hearing at 6:12 p.m.

Robert Kohner introduced himself as one of the owners of Wabasha Sand and Gravel. He stated that the property would need to be rezoned before any changes or improvements could be made, such as a new processing plant for handling sand off the river. He noted that the company also plans to bid on a Highway 61 construction project next year. City Planner Clarke referenced discussion of the property currently zoned as Rural Residential, and Mr. Kohner provided additional background information.

When asked what the three parcels to be rezoned would be used for, Mr. Kohner indicated that sand would be brought in off the river and processed. He noted that Industrial zoning would be needed in order to obtain the proper permits. City Planner Clarke provided additional information with regard to industrial uses and interim use permits.

When asked whether the parcels could be subdivided in order to separate the land uses, City Planner Clarke noted that this would be a possibility. She provided rationale for the applicant's request to rezone all three lots.

Commissioner Carrels recused herself from voting on this item, stating that her husband works for the applicant. No one else came forward to speak during the Public Hearing. Chair Wallerich closed the Public Hearing at 6:19 p.m.

The limits of retaining the property as a legal nonconforming use were discussed. Access to the area and potential future uses were discussed. Great River Road requirements and MnDOT involvement were discussed. The benefits of a local sand plant were discussed.

Motion made by Craig Falkum, seconded by Sharon Burke to approve the requested changes in zoning and land use. City Planner Clarke discussed the need for the zoning and land use to be compliant with one another.

Vote: 5 - 0 Adopted

Other: Sara Carrels (RECUSE)

6) Old Business

a) Solar Stone Update

A verbal update was provided, including plans for tree planting.

b) Parking Study

The parking study results were discussed. It was noted that City Administrator Springer recommends forwarding this information to the City Council for review. Commissioners expressed agreement with this recommendation. It was noted that the information has been forwarded to both the Street Commission and the Port Authority. It was stated that the information will be used to make decisions about future parking needs. Evolving parking needs for the National Eagle Center along with Downtown businesses and residents were discussed.

Motion made by Chair Tim Wallerich, seconded by Kris Kruse to forward the results of the parking study to the City Council for discussion.

Vote: 6 - 0 Adopted - Unanimously

- 7) New Business
There was no New Business.
- 8) Board of Adjustment Business
There was no Board of Adjustment business.
- 9) Other Business - None
- 10) Next Regular Meeting Date - Novemeber 13, 2018
Chair Wallerich noted that the next Planning Commission meeting is scheduled on November 13 beginning at 6:00 p.m.
- 11) Adjourn

Motion made by Chair Tim Wallerich, seconded by Sara Carrels to adjourn the meeting. The meeting adjourned at 6:32 p.m.

Vote: 6 - 0 Adopted - Unanimously

Respectfully submitted by: _____
Wendy Busch, Planning & Zoning Assistant

Adopted Date

Planning Commission

6)a)

Meeting Date: 12/11/2018

SUBJECT: Term Limits

DEPARTMENT: Planning & Zoning

TITLE:

Term Limits

PURPOSE:

Term limits for 2018 include Commissioners Burke and Kruse. If you would like to be considered for another term please have a decision for staff to forward to Mayor Durand for consideration of reappointment.

Planning Commission

9)a)

Meeting Date: 12/11/2018

SUBJECT: Deadline for Submission 2019

DEPARTMENT: Planning & Zoning

TITLE:

Deadline for Submission 2019

PURPOSE:

Attachments

Deadline for Submission Schedule for 2019



Wabasha Planning Commission Deadlines for Submissions 2019

The following schedule provides a calendar of generally required deadlines for submission of projects to be considered by the Wabasha Planning Commission.

- Review of accepted applications may take up to 60 days (or up to 120 days with an extension) as allowed under MN State Statute 15.99
- Public hearings generally require a newspaper publication which requires an application to be submitted 4 weeks prior to the meeting.
- For informal design review or other issues that do not require notification, every attempt will be made to get onto the agenda accepted requests submitted at least one week prior to any meeting.
- The chairperson of the Planning Commission will have the authority to accept or reject requests to be heard by the Planning Commission when there is no requirement for the Commission to do so under ordinance, statute or other rule.
- The chairperson may close an agenda due to the number of applications received and additional applications even submitted by the deadline may be placed on the following meeting agenda.
- Meeting dates are sometimes changed due to holidays or conflicting schedules. Meeting dates should be verified with City staff 3 weeks prior.

Meeting Date	Submission Deadline
January 8 th	December 11 th 2018
February 12 th	January 15 th
March 12 th	February 12 th
April 9 th	March 12 th
May 14 ^h	April 16 th
June 11 th	May 14 th
July 9 th	June 11 th
August 13 th	July 16 th
September 10 th	August 13 th
October 8 th	September 10 th
November 12 th	October 15 th
December 10 th	November 12 th
January 14 th 2020	December 17 th 2019