

PLANNING AND ZONING COMMISSION MEETING – JUNE 14, 2016

The Regular Bi-Monthly Meeting of the Andover Planning and Zoning Commission was called to order by Chairperson Daninger on June 14, 2016, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners present: Commissioners Timothy Cleven, Scott Hudson, Kyle Nemeth, Steve Peterson, and Jeff Sims (arrived at 7:05 p.m.)

Commissioners absent: Commissioner Bert Koehler IV

Also present: Community Development Director Dave Carlberg
City Planner Stephanie Hanson
Others

APPROVAL OF MINUTES.

May 10, 2016 Workshop

Commissioner Nemeth requested striking line items 20 – 22 on page 3.

A motion to approve the minutes was tabled until the next meeting in order that a majority would be present to conduct the vote.

May 10, 2016 Regular

Commissioner Nemeth requested the following changes:

- on page 2, line 39 to state that Mr. Angell indicated that it "referenced," instead of "referred"
- on page 3, line 6 to state "which" may remain instead of "that"
- on page 3, line 16, two absent votes should note Daninger and Hudson
- on page 4, line 43, change "MUSA" to state "City water and sewer" is not available to this property
- on page 5, line 34, the City Council, who also reviews the minutes "and/or" video of the meeting
- on page 7, line 15, to state adjacent to "the" driveway.

A motion to approve the minutes was tabled until the next meeting in order that a majority would be present to conduct the vote.

PUBLIC HEARING: To Consider City Code Amendments

Chairperson Daninger stated that the Commissioners will likely not have a lot of questions or comments during this portion of the meeting because the amendments have been worked on at quite a few meetings of the Planning and Zoning Commission.

City Planner Hanson noted that the purpose of this agenda item is to hold a public hearing and take input on amendments to the portions of City Code regarding Accessory Dwelling Units and Solar Energy Systems along with consistency in code titles and sections.

Ms. Hanson reviewed the proposed changes with the Commission. The following were considered:

- Title 8: Public Ways and Property – Noting City Administrator as the person to approve the removal of trees on City property.
- Title 9: Building Regulations – Installation of solar energy systems. Several meetings were held to review the proposed language. 9-15-5c will be deleted as it was inadvertently included.
- Title 11: Subdivision Regulations - Amending the filing time for final plats and private driveway construction.
- Title 12: Zoning Regulations - Adding definitions for Accessory Dwelling Unit, Solar Energy Systems, and Temporary Family Health Care Facility.
- Chapter 4 – Opt out language has been added to address transitional housing as City staff believes there are other options in the community, including Accessory Dwelling Units.
- Chapter 8 – Acknowledge the Minnesota State Building Code instead of the International Building Code.
- Chapter 8 – Language to allow specific Accessory Dwelling Units.
- Chapter 12 - additions to the Land Use Table for Accessory Dwelling Units, Solar Energy Systems, and Temporary Family Health Care Facility.
- Chapter 13 – Requiring surety so that landscaping is completed.

Motion by Nemeth, seconded by Cleven, to open the public hearing at 7:10 p.m. Motion carried on a 6-ayes, 0-nays, 1-absent (Koehler) vote.

There was no public input.

Commissioner Nemeth inquired if any public comment was received in advance of the meeting. Ms. Hanson confirmed that no public comment was received.

Motion by Nemeth, seconded by Hudson, to close the public hearing at 7:11 p.m. Motion carried on a 6-ayes, 0-nays, 1-absent (Koehler) vote.

Chairperson Daninger thanked the Commissioners and staff for their work in preparation for the evening's meeting and the work and meetings that led up to the recommendation of the amendments.

Motion by Nemeth, seconded by Hudson, to recommend to the City Council approval of the proposed amendments, omitting Section 9-15-5c. Motion carried on a 6-ayes, 0-nays, 1-absent (Koehler) vote.

Ms. Hanson stated that this item would be before the Council at the June 21, 2016 City Council meeting.

Chairperson Daninger clarified that the action taken was a recommendation for approval.

APPROVAL OF MINUTES – CONT.

May 10, 2016 Regular

Chairperson Daninger stated that since Commissioner Sims had arrived, he would like to go back to the minutes reviewed earlier for approval. Commissioner Sims agreed to consider a vote on the minutes without a review of the edits recommended by Commissioner Nemeth earlier in the meeting.

Motion by Nemeth, seconded by Sims, to approve the May 10 regular minutes as amended. Motion carried on a 4-ayes, 0-nays, 2-present (Daninger and Hudson), 1-absent (Koehler) vote.

OTHER BUSINESS.

Mr. Carlberg updated the Commission on the progress of the Andover Animal Hospital, having just received Coon Creek Watershed District approval the day prior. He also reminded the Commissioners that Commission volunteers were needed for the Andover Family Fun Fest, specifically from 2- 4 pm on Saturday, July 9th.

Commissioner Nemeth inquired about the concept plan for the development that was presented at the previous meeting. Specifically, he asked about next steps or actions taken since that meeting. Mr. Carlberg responded that the Eggen property concept plan went before the City Council the week prior and the developer came back incorporating the Planning and Zoning Commission's recommendation by balancing out the lot sizes. He stated that there was a lengthy discussion at the Council meeting on access to the east, which was not supported by the Council. However, they were supportive of access to the south and there was discussion regarding the cul-de-sac location and design. The next step is to submit the preliminary plat for a public hearing.

Chairperson Daninger inquired about tenants on the property at Hanson and Bunker Lake Boulevards. Mr. Carlberg responded that they have 2 or 3 letters of intent but no signed leases. The names can be released once the leases are signed.

Commissioner Cleven inquired when the Acapulco restaurant would be opening. Mr. Carlberg stated that the soft opening would be in July and that work is on schedule.

ADJOURNMENT.

Motion by Nemeth, seconded by Cleven, to adjourn the meeting at 7:18 p.m. Motion carried on a 6-ayes, 0-nays, 1-absent (Koehler) vote.

Respectfully Submitted,

Marlene White, Recording Secretary
TimeSaver Off Site Secretarial, Inc.