



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Planning Commission

Thursday, August 18, 2016

7:00 PM

Council Chambers

Rollcall

Present 5 - Joe Gasior, Michael Skunes, Kate Stuart, David DeLong, and Russell Halverson

Absent 2 - Chair Richard Schulte, and Jay Jasnoch

Note

Vice Chair Gasior introduced Russ Halverson to the planning commission.

Also present: City Planner Scott Tempel, Administrative Assistant Mikayla Fischer, Youth Representative Henry Hofstad, and Betsy Gasior.

I. Call to Order and Approval of Agenda

A motion was made by Commissioner Stuart, seconded by Commissioner DeLong, to approve the agenda. The motion carried by the following vote:

Yes: 5 - Gasior, Skunes, Stuart, DeLong, and Halverson

II. Approval of Minutes

1. [16-373](#) 04-21-2016 Zoning Board of Appeals Meeting Minutes

Attachments: [04-21-2016 ZBA Meeting Minutes](#)

A motion was made by Commissioner Skunes, seconded by Vice Chair Gasior, to approve the minutes. The motion carried by the following vote:

Yes: 5 - Gasior, Skunes, Stuart, DeLong, and Halverson

III. Unfinished Business

2. [16-374](#) Discussion of Temporary Health Care Dwellings, Accessory Dwelling Units and Tiny Houses

Attachments: [1 - City Council Staff Report](#)
[2 - League of MN Cities Summary](#)
[3 - Planners Advisory Service Response](#)
[4 - Tiny House Code Fact Sheet](#)
[5 - Tiny House Village Article](#)

Vice Chair Gasior introduced temporary health care dwellings and tiny houses for discussion.

City Planner Scott Tempel reviewed his staff report on the topic. Tempel explained an accessory dwelling unit is allowed above a garage in our current Land Development Code (LDC) and turned the discussion back to the planning commissioners for input.

Discussion was held on:

- temporary health care dwellings for family members
- the positive and negative effects accessory dwellings could have on the community
- focusing efforts on temporary health care units first
- analyzing all types of accessory dwelling units
- enforcement and licensing

The commissioners asked Tempel to research examples of accessory dwelling unit ordinance language already implemented in other communities.

3. [16-375](#) Review Outstanding LDC Items List

Attachments: [1 - Outstanding LDC Items - August Update](#)
[2 - Street Design Memo](#)
[3 - Mining and Asphalt Plant Memo](#)
[4 - Interior Lighting Memo](#)

Vice Chair Gasior reviewed the outstanding list of items for review by the Planning Commission.

The commissioners first discussed the complete streets chart and to begin the RFP (Request For Proposals) process, so the study could begin in 2017.

Residential lot coverage limit in R1 properties was discussed next. Tempel stated six variances have been addressed because of this limitation. Tempel starting analyzing residential lots to determine the average lot coverage in Northfield. The commissioners talked about the importance of lot size, water runoff and impervious surfaces.

Vice Chair Gasior stated Temporary Health Care Dwellings were already discussed and prioritized.

Next, the commissioners discussed redevelopment of adjoining commercial districts which they felt was adequately adjusted due to the changes made in the LDC.

Mining, extraction and aggregate regulations was discussed next. Tempel reviewed a memo written by Chair Schulte on the matter.

Next on the outstanding items list was to discuss incentives for residential density. Tempel stated there are internal conflicts between the LDC and the Comprehensive Plan that need review. The commissioners discussed density bonuses for better design standards and financial, pervious surface and sustainability incentives. The commissioners decided to review this next year.

Interior lighting spilling over across property lines was discussed next. Tempel has research from the American Planning Association on the topic. The commissioners want to create language that is workable, enforceable and not in conflict with other ordinances. They decided to review the issue towards the end of 2017.

Hybrid industrial zoning was discussed and the commissioners would like to have a small area study done based on the recent rezoning request. If the study shows a need

for another industrial zone the commissioners would pursue the idea further and felt this was a timely topic to consider.

IV. Reports and Discussion Items

V. Adjournment

A motion was made by Commissioner Skunes, seconded by Commissioner DeLong, to adjourn the meeting. The motion carried by the following vote:

Yes: 5 - Gasior, Skunes, Stuart, DeLong, and Halverson