

CITY OF PARK RAPIDS
REGULAR MEETING
PLANNING COMMISSION
AUGUST 28, 2017, 6:00 p.m.
Park Rapids Library, 210 First Street West – Lower Level
Park Rapids, Minnesota

1. CALL TO ORDER: The August 28, 2017, Regular Meeting of the Park Rapids Planning Commission was called to order at 6:00 p.m. by Chair Bradow.

2. ROLL CALL: Present: Commissioners Dick Bradow, Dick Rutherford, Nels Peterson, Thomas Petschl and City Council Member Liz Stone. Absent: Sam Spaeth. Staff Present: City Planner Ryan Mathisrud and Planning Assistant Carmen L. Lockhart. Others Present: Gail Petschl.

3. OATH OF OFFICE - THOMAS PETSCHL: Chair Bradow administered the Oath of Office to Thomas Petschl and staff and the Planning Commission welcomed him.

4. APPROVAL OF AGENDA: A motion was made by Stone, seconded by Rutherford, and unanimously carried to approve the agenda as presented.

5. APPROVAL OF REGULAR PLANNING COMMISSION MEETING MINUTES OF JULY 24, 2017: A motion was made by Peterson, seconded by Petschl and unanimously carried to approve the July 24, 2017 Regular Meeting Minutes as presented.

6. PUBLIC HEARING:

6A. ZONING ORDINANCE AMENDMENT TO REVISE TITLE XV: LAND USAGE, CHAPTER 151 ZONING: §151.003 DEFINITIONS: BUILDING; AND HEIGHT OF BUILDING:

Mathisrud provided information on previous discussions on April 24th and July 25th, where the Commissioners discussed this and recommended the revisions being brought forward for a public hearing. Mathisrud proposed the following revisions:

BUILDING.

Add - (e) Uncovered residential wheelchair ramps that are compliant with the building code.

HEIGHT OF BUILDING. ~~The vertical distance from the established average finished grade at the building line to the highest point of a structure, excluding chimneys, antennae, or other similar projections. The vertical distance from the highest elevation of the grade along the face of a building to the highest point of the roof surface~~

of flat roofs, the deck line of mansard roofs, or the average height between the eaves and the highest ridge of gable, hip, or gambrel roofs. The height of a stepped or terraced building shall be the height of the tallest segment of the building.

Mathisrud offered his thoughts on the Findings of Fact. The Commissioners had no questions of staff.

The Public Hearing was opened at 6:10 p.m.

No comments.

The Public Hearing was closed at 6:10 p.m.

The Findings of Facts were reviewed. The commissioners came to the following conclusions:

1. *Is the zoning amendment consistent with the Park Rapids Comprehensive Plan? YES.*
2. *Have there been changes in the character of development in this vicinity? N/A.*
3. *Is the amendment request a result of an error made in the Zoning Ordinance/Zoning Map or Comprehensive Plan? NO.*

A motion was made by Stone, seconded by Bradow and unanimously carried to recommend to the City Council to approve Zoning Ordinance Amendment to Revise Title XV: Land Usage, Chapter 151 Zoning: §151.003 Definitions: Building; and Height of Building as follows:

§151.003 Definitions: *BUILDING.* (e) Uncovered residential wheelchair ramps that are compliant with the building code.

§151.003 Definitions: *HEIGHT OF BUILDING.* The vertical distance from the highest elevation of the grade along the face of a building to the highest point of the roof surface of flat roofs, the deck line of mansard roofs, or the average height between the eaves and the highest ridge of gable, hip, or gambrel roofs. The height of a stepped or terraced building shall be the height of the tallest segment of the building.

7. INFORMATIONAL/DISCUSSION:

7A. Small Cell Wireless: Mathisrud provided information from the League of Minnesota Cities on recent legislation concerning placement of Small Wireless Facilities in the city's Right of Way and advised the city's Ordinance needs to be reviewed and possibly updated as well as drafting a permitting process and policy with an application form and also develop a fee schedule prior to the end of the year.

7B. Comprehensive Plan Update: Mathisrud provided four areas of concentration regarding updating the Comprehensive Plan in 2018:

- Development of Comprehensive Plan (long range planning);
- Creating and maintaining land use plan;
- Planning for capital improvements; and
- Reviewing development applications.

8. ADJOURNMENT: A motion was made by Rutherford, seconded by Peterson, and unanimously carried to adjourn the meeting at 6:51 p.m.

Chair Dick Bradow

ATTEST:

Carmen L. Lockhart
Planning Assistant