

**CITY OF PARK RAPIDS
REGULAR MEETING
PLANNING COMMISSION
MARCH 24, 2014, 6:00 p.m.
Park Rapids Library, 210 First Street West – Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The March 24, 2014, Regular Meeting of the Park Rapids Planning Commission was called to order at 6:10 p.m.

2. ROLL CALL: Present: Commissioners Dick Bradow, Nels Peterson, Diane Smith (arrived at 6:10 p.m.) and City Councilmember Paul Utke. Absent: Joel Vohres and Janice Tidrick. Staff Present: City Planner Dan Walker and Planning Secretary Carmen L. Lockhart. Others Present: None.

3. APPROVAL OF AGENDA: A motion was made by Peterson, seconded by Smith, and unanimously carried to approve the agenda as presented.

4. APPROVAL OF REGULAR PLANNING COMMISSION MINUTES OF FEBRUARY 24, 2014: A motion was made by Peterson, seconded by Bradow, and unanimously carried to approve the February 24, 2014 Regular Meeting Minutes as presented.

5. PUBLIC HEARING:

5A. ZONING ORDINANCE AMENDMENT TO CHAPTERS 151.153 TRAFFIC CONTROL; 151.154 DRAINAGE; 151.155 DRIVEWAYS; 151.156 PARKING AND 151.157 SITE VIEW CLEARANCE. CHANGES INCLUDE REORGANIZING HEADINGS, REDUCING AND RECLASSIFYING MINIMUM PARKING STALL REQUIREMENTS, CLARIFYING LANGUAGE, UPDATING DESIGN STANDARDS AND ADDING LANGUAGE FOR PARKING LOT STORM WATER MANAGEMENT:

Walker explained this is a discussion we started last September or October of 2013 and slowly picked through each section and the following are the recommendations to the ordinance based on our ongoing conversations

Walker stated he is the applicant on behalf of the City and is requesting numerous changes to Chapters 151.153 Traffic Control; 151.154 Drainage, 151.155 Driveways, 151.156 Parking and 151.157 Site View Clearance. Changes include reorganizing headings, reducing and reclassifying minimum parking stall requirements, clarifying language, updating design standards and adding language for parking lot storm water management.

Walker explained he has been working with the Planning Commission over the past few months on proposed changes and updates to the Parking Regulation Chapters of the Zoning Ordinance. Walker advised that at the beginning of the process he

outlined a number of goals and these recommended changes are consistent with those goals. In general, the major changes to the ordinance are listed below.

1. Reorganize Parking Standards, Traffic Control, and Storm Water Management under one heading. This will improve ease of use and put all parking related items under the same main heading.
2. Reduce minimum off street parking requirements by 25%, and consolidate the use table. Reducing the minimum off street parking stall requirements will still allow for adequate off street parking while allowing businesses to choose to add additional parking if they wish (no maximum). The parking use table was also eliminated and consolidated into similar use categories. This will eliminate outdated use formulas and also allow more flexibility for Staff on larger or more complex projects to work with developers on specific parking needs.
3. Allows parking requirement exemptions for low intensity re-use sites. The first 5 stalls of a residential property that is converted to a commercial use would be exempt from off street parking requirements if there is an adequate combination of on and off street parking for that specific use. This would allow us much more flexibility specifically for re-use sites along the highways and larger commercial streets that have non-conforming residential uses.
4. Allows on street parking to be factored into the off street parking requirements in certain situations.
5. Allow properties that are not adjacent to or within an area outlined in the 5 year Capital Improvement Plan to have municipal storm water facilities to use crushed rock, gravel, or similar materials for parking as long as they manage storm water on site and keep the property free of noxious weeds and dust.
6. Add language requiring on site storm water management for new projects and redevelopments which add impervious surface. This has been a City Policy on all construction projects for a number of years but has never been codified.

Walker stated he has included in the Commissioner's packets attachments of the original ordinance sections, a markup copy of the proposed changes with the items to be moved or removed in strike through and the language to be added is underlined, along with a clean copy of what the new ordinance section would look like.

Walker stated the City Attorney has reviewed and approved of the changes.

Walker recommended changes to Chapters 151.153 Traffic Control; 151.154 Drainage, 151.155 Driveways, 151.156 Parking and 151.157 Site View Clearance as presented as follows:

§ 151.153 TRAFFIC CONTROL.

~~— (A) The traffic generated by any use shall be channelized and controlled in a manner that will avoid congestion on the public streets, traffic hazards and excessive traffic through residential areas, particularly truck traffic.~~

~~— (B) Internal traffic shall be so regulated as to insure its safe and orderly flow.~~

~~— (C) Traffic into and out of business and industrial areas shall in all cases be forward moving with no backing onto streets.~~

~~(Prior Code, § 66-154) (Ord. passed 1994) Penalty, see § 151.999~~

~~§ 151.154 DRAINAGE.~~

~~— (A) No land shall be developed and no use shall be permitted that results in additional water run-off, causing flooding, or erosion on adjacent properties.~~

~~— (B) This run-off shall be properly channeled into a storm drain, water course, ponding areas, or other public facility.~~

~~(Prior Code, § 66-155) (Ord. passed 1994) Penalty, see § 151.999~~

~~§ 151.155 DRIVEWAYS.~~

~~— (A) Lots of 75 feet or less in width shall be required to maintain at least a 1 foot side yard at driveways.~~

~~— (B) Driveways constructed in R-1 and R-2 districts shall conform with the side yard structure setback requirements of § 151.060.~~

~~— (C) All dwellings shall be so located as to permit an 8 foot wide driveway to be placed from either a public street or a public alleyway to the rear house line.~~

~~(Prior Code, § 66-156) (Ord. passed 1994) Penalty, see § 151.999~~

§ 151.156 ~~PARKING~~ PARKING STANDARDS, TRAFFIC CONTROL, AND STORM WATER MANAGEMENT.

~~(A) *Off-street parking.*~~

<i>Off-Street Parking</i>
In all zoning districts, with the exception of the B-2 Districts, off-street parking facilities for employees and patrons of the buildings or structures erected after the effective date of this chapter, shall be provided as herein prescribed.
<i>Residential Uses</i>

Off-Street Parking	
In all zoning districts, with the exception of the B-2 Districts, off-street parking facilities for employees and patrons of the buildings or structures erected after the effective date of this chapter, shall be provided as herein prescribed.	
Single-family dwelling	2 parking spaces for each dwelling unit
2-family dwelling	2 parking spaces per dwelling unit
Mobile home	2 parking spaces per mobile home unit, however, the spaces may be in tandem
Multiple dwelling	2 parking spaces per dwelling unit
	1 parking space for efficiency unit
Senior citizen housing	1 parking space per dwelling unit
Bed and breakfast	2 parking spaces, plus 1 for each room to be rented out
Group day care, nursery school	5 parking spaces, plus 1 for each 5 program participants based on facility's licensed capacity
Group home, state licensed residential facility	2 parking spaces for each 5 beds offered for residence purposes
Nursing home	5 parking spaces, plus 1 for each 5 beds offered for residence purposes
Institutional Uses	
Community centers	Parking shall be based on the uses within the building
Hospital	1 space per 3 patients beds, plus 1 space per staff doctor and per employee on the largest shift
Libraries, museums, art gallery	At least 1 for each 350 square feet of floor area in the principal structure
Play field	When a public recreation site has more than 1 use designation, the required parking spaces must be determined for each separately; the sum of those use requirements shall be the total number of spaces required

Off-Street Parking	
In all zoning districts, with the exception of the B-2 Districts, off-street parking facilities for employees and patrons of the buildings or structures erected after the effective date of this chapter, shall be provided as herein prescribed.	
Golf courses	At least 2 parking spaces for each golf hole plus 1 space for each 200 square feet of locker rooms and clubrooms; if the clubhouse contains dining or bar facilities, the parking requirements shall be the same as
Playgrounds and play fields	At least 2 parking spaces per acre for playground
Archery or golf driving range	1 parking space for each target or driving tee
Miniature golf	1.5 parking spaces per golf hole
Post offices, parcel delivery services	10 parking spaces plus 1 parking space for each 500 square feet of floor area devoted to office, processing, or service plus 1 space for each vehicle customarily kept on the premises

Religious institutions	1 parking space for each 3 seats based on the design capacity of the main assembly hall; up to 50% of the required parking can be provided through a nonexclusive written agreement with the owner of another property located within 200 feet of an entrance to the religious institution which authorizes parking during times of worship or events conducted at the religious facility at times other than usual business hours on property which is an off-street parking lot which meet the design requirements of this chapter and satisfies the parking requirements for the use of the other property during ordinary business hours during the usual work week
School – elementary and junior high	At least 2 parking spaces for each classroom
School – high school through college	1 space per teacher and staff member on the largest shift, plus 1 space per 5 students
Commercial Uses	
Veterinary office	3 spaces per doctor, plus 1 space per employee on the largest shift
Business/trade schools	1 parking space per student calculated by reference to the design of the school structure plus 1 space for each classroom
Clubs and lodges	1 parking space for each 3 seats calculated by reference to the design of the meeting hall plus 1 parking space for every 50 square feet of customer space in the dining area and bar areas
Convention/exhibition hall	1 parking space for each 3 seats calculated by reference to the design of the meeting hall
Taverns, dance halls, nightclubs, and lounges	1 space per 50 square feet of gross floor area
Funeral home	1 parking space for each 5 seats plus 1 parking space for each 250 square feet of floor area not used for seating; if fixed seats are not provided, the requirements shall be 1 space for every 35 square feet of seating area

<i>Off-Street Parking</i>	
In all zoning districts, with the exception of the B-2 Districts, off-street parking facilities for employees and patrons of the buildings or structures erected after the effective date of this chapter, shall be provided as herein prescribed.	
Food service/bakeries	1 parking space for each 25 square feet of customer floor area
Hotel/motel	1.5 spaces for each dwelling unit, guestroom, or hotel room; any other use such as restaurant and conference space requires additional parking and loading spaces determined by the parking requirements for those other uses specified in this section
Motor vehicle service station	1 parking space per employee working on the largest shift plus 3 additional parking spaces for each service stall; convenience store, grocery store or any other use require additional parking determined by the parking requirements for those other uses specified in this section
Offices	1 parking space for every 250 square feet of floor area
Beauty and barber shops	2 spaces per operator, plus 1 space per employee on the largest shift
Medical and dental offices and clinics	1 parking for each 200 square feet of floor area but not less than 5 spaces
Open sales or rental lots	1 parking space for each 2,500 square feet of land which is to be used for sales and display area
Bowling alley	5 parking spaces for each alley; other uses which are commonly associated with bowling alleys such as restaurants and game room space will require additional parking and loading space, the number of which shall be determined by the parking requirements for those other uses specified in this section.
Skating rink, ice or roller	1 space per 300 square feet of gross floor area
Sports/health clubs, swimming pool	1 parking space for every 200 square feet of non-court area plus 2 parking spaces per tennis or racquet ball court and 1 parking space for each 50 square feet of deck area for a swimming pool
Theater, auditorium, assembly hall, meeting hall	1 parking space for each 3 seats of design capacity
Restaurants	1 space per 4 patron seats or 1 space per 100 square feet of gross floor area, whichever is greater, plus 1 space per employee on the largest shift
Fast food establishments	
With seating	1 space per 3 patron seats, plus 1 space per employee on the largest shift
Without seating	1 space per 200 square feet of gross floor area, plus 1 space per employee on the largest shift
Retail store and service establishment	1 parking space for each 200 square feet of gross floor area

<i>Off-Street Parking</i>	
In all zoning districts, with the exception of the B-2 Districts, off-street parking facilities for employees and patrons of the buildings or structures erected after the effective date of this chapter, shall be provided as herein prescribed.	

Furniture and home furnishing stores	1 space per 500 square feet of customer sales, plus 1 space for every 1,000 square feet of storage area
Self-serve laundry	1 space per 3 machines
<i>Industrial Uses</i>	
Manufacturing, fabricating or processing of a product or material	10 parking spaces, plus 1 additional space for each 500 square feet of structure, exclusive of office and warehouse space which shall be calculated separately according to the parking requirements for those other uses specified in this section
Outdoor storage	1 parking space shall be provided for each 3,000 square feet of land devoted to outside storage
Warehouse, storage, handling of bulk goods	1 space for each 1,500 square feet of floor area
Nursery uses	1 space per employee on the largest shift, plus 1 space per 500 square feet gross floor area of inside sales or display

(A) Minimum Off-Street Parking Stall Requirements

In all zoning districts, with the exception of the B-2 District, off-street parking facilities for employees and patrons of the buildings or structures erected after the effective date of this chapter shall be provided as herein provided.

(1) Residential Uses including single family, multiple family, and other similar residential uses.

(a) 1.5 parking stall for each dwelling unit and 1 parking stall for each efficiency unit.

(2) Hospitals, Assisted Care Facilities, Senior Housing, State Licensed Residential Facilities and similar uses.

(a) 1 stall per employee on largest shift plus .5 stalls per dwelling unit or patient bed.

(3) Hotels, motels, bed and breakfasts, resorts, campgrounds, and similar uses.

(a) 1 stall per room or site for rent plus 1 stall per employee on largest shift. Additional auxiliary uses (bars, restaurants, event facilities, retail, etc.) will be evaluated for additional parking requirements and based on the parking requirements for those uses.

(4) Office, retail, clinics, minor repair shops, and similar uses.

(a) 1 parking stall per 250 square feet of floor area.

(5) Restaurant, Bars, and Entertainment Uses.

(a) 1 parking stall per 150 square feet of floor area.

(6) Schools, Churches, Theatres, Funeral Homes, and other Similar Institutional and Governmental Uses.

(a) Parking stalls shall be provided in sufficient quantities to accommodate the needs of each specific use without causing inconvenience to nearby properties, interfering with the flow of traffic, or negatively impacting public safety.

(7) Outdoor Recreational Facilities.

(a) Parking stalls shall be provided in sufficient quantities to accommodate the needs of each specific use without causing inconvenience to nearby properties, interfering with the flow of traffic, or negatively impacting public safety.

(8) Open Sales Lots, Outdoor Storage, and Warehouses.

(a) 1 parking stall per 2,000 square feet of floor or display area.

(9) Industrial Uses, Contractors Yards, Indoor Storage Facilities, Wholesale and Manufacturing (Non-Retail).

(a) 1 parking stall per 500 square feet of floor area. Parking for additional auxiliary uses (office space, open sales lots, warehousing, retail, etc.) shall be provided in sufficient quantities to accommodate the needs of each specific use without causing inconvenience to nearby properties, interfering with the flow of traffic, or negatively impacting public safety.

(10) EXEMPTIONS AND EXCEPTIONS

(a) Any existing non-conforming residential use that is converted into a conforming permitted or conditional commercial use may exempt up to the first five (5) required parking stalls of this Section, provided there is sufficient on street parking adjacent to the property to meet the needs of the specific use without causing inconvenience to nearby properties, interfering with the flow of traffic, or negatively impacting public safety.

(b) Any commercial use in non-residential districts that are adjacent to streets that allow on street parking may factor the on street parking spaces into their required stalls at a rate of one (1) space per 30' of street frontage.

(B) Parking lot dimensions for full sized cars.

Parking Lot Dimensions for Full Sized Cars				
Angle (in degrees)	Minimum Width of Space at Curb	Minimum Length of Space from Curb	Minimum Drive Aisle Width (One-Way)	Minimum Drive Aisle Width (Two Way)
45	12.6 feet	19.0 feet	13.6 feet	12.0 feet
60	11.0 feet	20.0 feet	18.6 feet	17.0 feet
75	9.0 feet	19.0 feet	23.0 feet	23.0 feet
90	9.0 feet	19.0 feet	26.0 feet	25.0 feet
Parallel	23.0 feet	9.0 feet	22.0 feet	21.0 feet

(C) *Design standards.*

(1) In all residential districts, required parking spaces shall be located on the same premises as the use that they serve. In other districts, they shall be located on the premises or within 100 feet distance.

(2) Parking areas for 1 or 2-family dwellings shall be in the garage, in the rear or side yards, or on the driveway leading to the garage only.

(3) Parking of automobiles and other motor vehicles is permitted in the front and side yards in District I-1 and B-1 provided a greenbelt 8 foot in width is provided.

(4) Parking areas shall be used for automobile parking only, with no sales, dead storage, repair work, dismantling, or servicing of any kind permitted.

(5) (a) All uses, excluding 1 and 2-family residences, where parking or access facilities are located within ~~20~~ 30 feet of a 1 or 2-family property line shall be required to effectively screen their parking facility from the residential use pursuant to section 151.151 SCREENING AND/OR FENCING.

(b) Before a building permit shall be issued, the Zoning Administrator shall approve the screening proposal.

(6) Off-street parking areas on properties that are currently adjacent to Municipal Storm water Facilities (curb and gutter) or within an area outlined in the current Five Year Capital Improvement Plan to have Municipal Storm water Facilities within the next five (5) years shall be improved with a paved impervious surface and afford adequate drainage and proper

on-site storm water management. Gravel, crushed asphalt, or similar materials is not considered a paved impervious surface.

(7) Off street parking areas on properties that are not currently adjacent to Municipal Storm water Facilities (curb and gutter) or within an area outlined in the current Five Year Capital Improvement Plan to have Municipal Storm water Facilities within the next five (5) years may be improved with paved impervious, gravel, crushed asphalt, or similar materials and afford adequate drainage and proper on-site storm water management. These parking areas must also remain free of noxious weeds and dust.

(8) All sources of parking area lighting shall be fixed, directed, and designed so as to not create a nuisance to any abutting residential properties.

(9) For bicycle parking, the total parking requirement is 1 space for each ~~50~~ 25 off-street parking spaces required. The bicycle parking spaces shall be equipped with bicycle racks.

(10) All newly constructed parking facilities must meet all ADA design requirements.

(Prior Code, § 66-157) (Am. Ord. 491, passed 5-22-2007) Penalty, see § 151.999

§ 151.157 SITE VIEW CLEARANCE.

No structure, vehicle, sign, fence, building or foliage shall obstruct the vision clearance of street corners, curb cuts or railroad crossings or constitute a traffic hazard in any zone.

(Prior Code, § 66-158) Penalty, see § 151.999

§ 151.1XX TRAFFIC CONTROL.

(A) The traffic generated by any use shall be channelized and controlled in a manner that will avoid congestion on the public streets, traffic hazards and excessive traffic through residential areas, particularly truck traffic.

(B) Internal traffic shall be so regulated as to insure its safe and orderly flow.

(C) Traffic into and out of business and industrial areas shall in all cases be forward moving with no backing onto streets.

(Prior Code, § 66-154) (Ord. passed 1994) Penalty, see § 151.999

§ 151.1XX ~~DRAINAGE~~ STORM WATER MANAGEMENT.

(A) No land shall be developed and no use shall be permitted that results in additional water run-off, causing flooding, or erosion on adjacent properties.

~~(B) This run-off shall be properly channeled into a storm drain, water course, ponding areas, or other public facility.~~

(B) Site plans for new development of any kind, including any redevelopment that results in additional impervious surface, shall provide on-site measures for storm water quantity control and storm water quality management sufficient to reduce the impacts of the development by, at a minimum, maintaining pre-development conditions. When applicable, a permit from the Minnesota Pollution Control Agency shall be obtained and all appropriate runoff and treatment requirements shall also apply.

(Prior Code, § 66-155) (Ord. passed 1994) Penalty, see § 151.999

§ 151.1XX DRIVEWAYS.

- (A) Residential lots of 75 feet or less in width shall be required to maintain at least a 4 3 foot side yard at driveways.
- (B) Driveways in other districts must be located as to allow for orderly traffic flow and at least 30 feet from any intersection.

~~(B) Driveways constructed in R-1 and R-2 districts shall conform to the side yard structure setback requirements of § 151.060.~~

~~(C) All dwellings shall be so located as to permit an 8 foot wide driveway to be placed from either a public street or a public alleyway to the rear house line.~~

(Prior Code, § 66-156) (Ord. passed 1994) Penalty, see § 151.999

The Commissioners had discussion concerning the existing ordinance basing parking spaces on square footage and formulas for certain type of uses and this proposed 25% reduction and the different zoning areas affected in specific zoning districts and using on and off street parking requirements when available. There was further discussion concerning storm water management on site, especially for new developments and having this requirement codified.

The public hearing was opened at 6:29 p.m. There were no public in attendance and therefore no public comments.

The public hearing was closed at 6:30 p.m.

Bradow stated he feels this ordinance amendment will be an enhancement and not a detriment. Utke stated this is reducing the requirements. Peterson stated he thinks it is very well done, very concise, very cleaned up. There was discussion concerning the revisions being more pro business for small businesses and reuses. There was discussion regarding different types of business in different districts and how the proposed changes will lessen the requirements on them. There was discussion concerning bicycle parking which was increased by 50% and encourages more bicycle

stalls.

The Findings of Fact 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 Peterson seconded by Smith and unanimously carried to recommend to the City Council approval of the Zoning Ordinance Amendments to Chapters 151.153 Traffic Control; 151.154 Drainage, 151.155 Driveways, 151.156 Parking and 151.157 Site View Clearance as follows:

151.156 PARKING STANDARDS, TRAFFIC CONTROL, AND STORM WATER MANAGEMENT.

(A) Minimum Off-Street Parking Stall Requirements.

In all zoning districts, with the exception of the B-2 District, off-street parking facilities for employees and patrons of the buildings or structures erected after the effective date of this chapter shall be provided as herein provided.

(1) Residential Uses including single family, multiple family, and other similar residential uses.

(a) 1.5 parking stall for each dwelling unit and 1 parking stall for each efficiency unit.

(2) Hospitals, Assisted Care Facilities, Senior Housing, State Licensed Residential Facilities and similar uses.

(a) 1 stall per employee on largest shift plus .5 stalls per dwelling unit or patient bed.

(3) Hotels, motels, bed and breakfasts, resorts, campgrounds, and similar uses.

(a) 1 stall per room or site for rent plus 1 stall per employee on largest shift. Additional auxiliary uses (bars, restaurants, event facilities, retail, etc.) will be evaluated for additional parking requirements and based on the parking requirements for those uses.

(4) Office, retail, clinics, minor repair shops, and similar uses.

(a) 1 parking stall per 250 square feet of floor area.

(5) Restaurant, Bars, and Entertainment Uses.

(a) 1 parking stall per 150 square feet of floor area.

(6) Schools, Churches, Theatres, Funeral Homes, and other Similar Institutional and Governmental Uses.

(a) Parking stalls shall be provided in sufficient quantities to accommodate the needs of each specific use without causing inconvenience to nearby properties, interfering with the flow of traffic, or negatively impacting public safety.

(7) Outdoor Recreational Facilities.

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(8) Open Sales Lots, Outdoor Storage, and Warehouses.

(a) 1 parking stall per 2,000 square feet of floor or display area.

(9) Industrial Uses, Contractors Yards, Indoor Storage Facilities, Wholesale and Manufacturing (Non-Retail).

(a) 1 parking stall per 500 square feet of floor area. Parking for additional auxiliary uses (office space, open sales lots, warehousing, retail, etc.) shall be provided in sufficient quantities to accommodate the needs of each specific use without causing inconvenience to nearby properties, interfering with the flow of traffic, or negatively impacting public safety.

(10) EXEMPTIONS AND EXCEPTIONS

(a) Any existing non-conforming residential use that is converted into a conforming permitted or conditional commercial use may exempt up to the first five (5) required parking stalls of this Section, provided there is sufficient on street parking adjacent to the property to meet the needs of the specific use without causing inconvenience to nearby properties, interfering with the flow of traffic, or negatively impacting public safety.

(b) Any commercial use in non-residential districts that are adjacent to streets that allow on street parking may factor the on street parking spaces into their required stalls at a rate of one (1) space per 30' of street frontage.

(B) *Parking lot dimensions for full sized cars.*

<i>Parking Lot Dimensions for Full Sized Cars</i>				
<i>Angle (in degrees)</i>	<i>Minimum Width of Space at Curb</i>	<i>Minimum Length of Space from Curb</i>	<i>Minimum Drive Aisle Width (One-Way)</i>	<i>Minimum Drive Aisle Width (Two Way)</i>
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Parallel	23.0 feet	9.0 feet	22.0 feet	21.0 feet

(C) *Design standards.*

(1) In all residential districts, required parking spaces shall be located on the same premises as the use that they serve. In other districts, they shall be located on the premises or within 100 feet distance.

(2) Parking areas for 1 or 2-family dwellings shall be in the garage, in the rear or side yards, or on the driveway leading to the garage only.

(3) Parking of automobiles and other motor vehicles is permitted in the front and side yards in District I-1 and B-1 provided a greenbelt 8 foot in width is provided.

(4) Parking areas shall be used for automobile parking only, with no sales, dead storage, repair work, dismantling, or servicing of any kind permitted.

(5) (a) All uses, excluding 1 and 2-family residences, where parking or access facilities are located within 30 feet of a 1 or 2-family property line shall be required to effectively screen their parking facility from the residential use pursuant to section 151.151 SCREENING AND/OR FENCING.

(b) Before a building permit shall be issued, the Zoning Administrator shall approve the screening proposal.

(6) Off-street parking areas on properties that are currently adjacent to Municipal Storm water Facilities (curb and gutter) or within an area outlined in the current Five Year Capital Improvement Plan to have Municipal Storm water Facilities within the next five (5) years shall be improved with a paved impervious surface and afford adequate drainage and proper on-site storm water management. Gravel, crushed asphalt, or similar materials is not considered a paved impervious surface.

(7) Off street parking areas on properties that are not currently adjacent to Municipal Storm water Facilities (curb and gutter) or within an area outlined in the current Five Year Capital Improvement Plan to have Municipal Storm water Facilities within the next five (5) years may be improved with paved impervious, gravel, crushed asphalt, or similar materials and afford adequate drainage and proper on-site storm water management. These parking areas must also remain free of noxious weeds and dust.

(8) All sources of parking area lighting shall be fixed, directed, and designed so as to not create a nuisance to any abutting residential properties.

(9) For bicycle parking, the total parking requirement is 1 space for each 25 off-street parking spaces required. The bicycle parking spaces shall be equipped with bicycle racks.

(10) All newly constructed parking facilities must meet all ADA design requirements.

(Prior Code, § 66-157) (Am. Ord. 491, passed 5-22-2007) Penalty, see § 151.999

§ 151.157 SITE VIEW CLEARANCE.

No structure, vehicle, sign, fence, building or foliage shall obstruct the vision clearance of

street corners, curb cuts or railroad crossings or constitute a traffic hazard in any zone.
(Prior Code, § 66-158) Penalty, see § 151.999

§ 151.1XX TRAFFIC CONTROL.

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(B) Internal traffic shall be so regulated as to insure its safe and orderly flow.

(C) Traffic into and out of business and industrial areas shall in all cases be forward moving with no backing onto streets.
(Prior Code, § 66-154) (Ord. passed 1994) Penalty, see § 151.999

§ 151.1XX STORM WATER MANAGEMENT.

(A) No land shall be developed and no use shall be permitted that results in additional water run-off, causing flooding, or erosion on adjacent properties.

(B) Site plans for new development of any kind, including any redevelopment that results in additional impervious surface, shall provide on-site measures for storm water quantity control and storm water quality management sufficient to reduce the impacts of the development by, at a minimum, maintaining pre-development conditions. When applicable, a permit from the Minnesota Pollution Control Agency shall be obtained and all appropriate runoff and treatment requirements shall also apply.

(Prior Code, § 66-155) (Ord. passed 1994) Penalty, see § 151.999

§ 151.1XX DRIVEWAYS.

(A) Residential lots shall be required to maintain at least a 3 foot side yard at driveways.

(B) Driveways in other districts must be located as to allow for orderly traffic flow and at least 30 feet from any intersection.

(Prior Code, § 66-156) (Ord. passed 1994) Penalty, see § 151.999

6. INFORMATIONAL/DISCUSSION:

6A. Escrow Fees: Walker provided a list of applicants who have not completed their projects and escrow continues to be held by the city. There was discussion concerning possible options including increasing the escrow fees to create an incentive to complete projects more timely; creating a timeframe for forfeiture of escrow funds; and requiring a letter of credit, cashier' check or bond for the entire cost of the project.

Walker advised that in some cases he has to contact applicants over and over to complete their projects and in many of those cases that is because the incentive is too small to finish as most of the time the cost to complete the project is a lot more than the

escrow we are holding so there is no incentive for them to complete the project. Walker stated he is concerned about getting projects completed rather than holding escrows until the end of time and not having projects completed. Walker said obviously increasing the escrow can create unintended consequences especially for small projects.

There was discussion concerning the various incomplete projects and the cost and elements of the projects to be completed. Walker expressed frustration with having to have a continued dialogue with these people to obtain little things from them.

Utke said he would hate to see the fees increased because then it is going to deter some legitimate good ones and it's unfortunate but no matter what, you're going to have someone who skates the system and creates you to put in a little more effort. There are a few there are no excuse for, but some are still active, and one has had health issues.

Walker said this is just for your information at this point and it's something that we can continue to monitor.

There was discussion concerning requiring performance bonds which forces their insurance carrier to finish the job and a deadline is put on the completion.

There was discussion concerning withholding their Certificate of Occupancy for new or reuse construction projects and putting deadlines on it. There was discussion about obtaining a bond for streets, sidewalks, curb and gutter, water and sewer and storm sewer for developments with a deadline and if the developer doesn't do it, then the bondholder has to complete the project.

There was further discussion concerning a forfeiture deadline for unfinished projects or using the funds to finish the project and that amount not being enough to finish the project.

Walker said he will look into some options and ideas in the future.

OTHER DISCUSSION: Utke said in the past we talked about the minimum lot sizes in various zones. Some of the residential areas are very poor and we need to give them some encouragement to spend some money and upgrade and I think this would be the place to start this at the Planning Commission. There are other communities that have policies relating to property taxes where you can hold the property taxes flat for ten years or something like that so if you've got a \$30,000 home and you spend \$30,000 or \$40,000 to really improve the property and make it nice, well some people for whatever reason say they don't want to do it because the tax assessor is going to be right there to increase their property taxes and they are getting penalized. Utke said after ten years, then it went to whatever the market assessment is. Smith asked if it ends when you sell? Utke said yes, if you sold your property it is done, but if you maintain that property, it gives them some incentive to upgrade and not feel like the

property tax statement is going to be there before you finish your project and in certain residential areas it works and if that was something we could put a plan together on and bring it to the council. We could identify some areas and use what some other cities have in their communities and change it to fit our needs. Utke said there are some areas in town where that would really be good for us. Smith said the other thing would be to look at lot sizes again. Bradow said we've talked about that on various occasions and I think it makes sense to look at that. Walker said that is on his desk and he considers it a priority but would like to look into it over the winter months.

There was discussion concerning moving lots from nonconforming to conformity in certain areas. The commissions requested Walker work on this over the fall/winter months.

There was discussion concerning building code issues and lack of enforcement on some projects, tax assessment values, etc.

Walker said he is speaking with the City Attorney regarding the handicap ramp issue and hopes to have something on the agenda for next month's meeting.

7. ADJOURNMENT: A motion was made by Bradow, seconded by Peterson, and unanimously carried to adjourn the meeting at 7:17 p.m.

Chair Dick Bradow

ATTEST:

Carmen L. Lockhart
Planning Secretary