

**Cambridge Planning Commission Meeting Minutes  
Tuesday, April 3, 2018**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 – 3<sup>rd</sup> Avenue NE, Cambridge, Minnesota.

Members Present: Chair Mike Stylski, Vice Chair Chad Struss, Julie Immel, Marisa Harder-Chapman, Monte Dybvig, Arianna Weiler, and Jim Godfrey (City Council Representative). All present, no absences.

Staff Present: Community Development Director Marcia Westover

**Call To Order and Pledge of Allegiance**

Stylski called the meeting to order at 7:00 pm and led the public in the Pledge of Allegiance.

**Approval of Agenda**

Struss moved, seconded by Immel, to approve the agenda as presented. Motion carried unanimously.

**Approval of Minutes**

***March 6, 2018 Regular Meeting Minutes***

Immel moved, seconded by Dybvig, to approve the March 6, 2018 meeting minutes as presented. Motion carried unanimously.

**Public Comment**

Stylski opened the public comment period at 7:01 pm and without any comments, closed the public comment period at 7:02 pm.

**New Business**

***Public Hearing: Preliminary and Final Plats of Schlagel Addition***

Westover explained staff received a request from Chris Schlagel, 491 Emerson St. N., Cambridge, MN 55008, for a Preliminary and Final plat of Schlagel Addition.

Westover stated Schlagel, Inc. has requested to plat their property in an effort to create one combined lot. Currently the land they own includes nine (9) parcels with long legal descriptions. The plat will create one solidified legal description and identify all of their property into one parcel.

Westover stated Schlagel, Inc. is also working on plans to add on to their building in the future. The City and Schlagel have been in discussions on this and the City recently transferred ownership of the pond to them. The City retains an easement over the pond for maintenance

purposes. With the pond parcel added to the Schlagel property, they can more easily plan for the future and potentially move the pond if needed.

Westover noted that upon initial review of the plats, three items needed to be added to the plat and these items would be listed as conditions of approval. Westover stated all three conditions have been met at the time of this meeting and Westover has a revised plat showing all these conditions have been met.

Westover explained staff has reviewed the preliminary plat and final plat and finds they are consistent. Since no new infrastructure is a requirement of this plat at this time, the preliminary and final plat can be reviewed together. City ordinance requires a Public Hearing for a preliminary plat. The preliminary and final can be voted on together since there are no changes required.

Stylski opened the public hearing at 7:03 pm. Mr. Schlagel stated their plans are to move forward once the resolutions are approved. Without any further public comment, Stylski closed the public hearing at 7:04 pm.

Godfrey moved, seconded by Struss, to recommend City Council approve the preliminary and final plats of the Schlagel Addition as presented. Motion carried unanimously. Westover stated the City Council will review this at their meeting on April 16, 2018.

### **Fence and Kennel Requirement Discussion**

Westover stated staff has received complaints on fence and residential dog kennel materials that have become arbitrary. Staff would like to discuss whether or not the Commission would like staff to conduct research from other communities and come back in the future with some code language changes. Westover provided three pictures of examples for the Commission to discuss.

#### **Picture A**

Westover stated the complaint received was regarding the tarps over the residential dog kennel. The residential dog kennel itself we believe is a chain link type fencing structure that is a permitted fencing material. City code is silent on residential dog kennels and doesn't distinguish whether or not a tarp can be placed over a kennel. The property owner claims that the dogs would bark uncontrollably without the tarp, and that the tarp provides shelter from the elements.

#### **Picture B**

Westover stated the complaint received was that this fence is unsightly. The property owner said they just moved in and they are using this structure as a residential dog kennel. City code is silent on residential dog kennel regulations. The code only provides "Proper Enclosure" regulations for dangerous animals.

### **Picture C**

Westover stated the complaint was regarding the screening material used. The chain link fence material is permitted in the City code. The current fence regulations are not specific on screening materials. Staff believe this material is sold at local stores as fence screening material.

Westover provided Section 156.083 Fences and Chapter 95 Animals of the City Code for reference. Westover stated in Section 156.083 (B) Construction, prohibited and approved fencing materials are mentioned. In Chapter 95, Section 95.11 (C ) (3) Proper Enclosure, required enclosures for dangerous animals are mentioned.

Westover further explained a “kennel” by City code definition is only allowed in the commercial districts where a premises houses five or more dogs for grooming, breeding, boarding, training, or selling.

Westover stated staff is asking the Commission to provide direction on whether or not City code regulations need to be amended.

Immel stated she would like to see how the codes are worded in other cities regarding fences and dog kennels, specifically the screening materials used for coverings. Weiler asked about any homeowners’ association rules and whether any of these dogs are dangerous that are being enclosed in these kennels. Westover stated these addresses are not under a homeowners association and City staff would be informed by the Police Department if there were any known dangerous dogs at these addresses. Weiler asked if any of the homeowners in the pictured kennels own their own grooming businesses. Westover stated there are no defined kennels in Cambridge.

Godfrey asked about how kennels are defined in the zoning code. Westover explained kennels are only allowed in commercial (business) districts. This code excludes kennels (commercial) from the residential district because kennels are not listed and not permitted as a commercial use in residential districts. Kennels (commercial) are listed as approved in the business district. A residential type dog kennel is not defined in the code.

Immel asked if language needs to be added to this code to clarify the difference between a business-type of kennel versus a residential kennel. Westover suggested the Code is missing a residential dog kennel definition, what the requirements are, and what types of screening materials will be allowed.

Stylski agreed with Immel, stating that language defining proper screening needs to be added as tarps in these photos are not the answer. Immel said there are other ways to protect dogs from the elements, including dog houses, that don’t use tarps or other materials that are unsightly, which affects neighbors as well. Dybvig asked if there is something that exists in the zoning code that would prohibit the use of tarps being strewn about a fence in their yard.

Westover stated no and stated the language added to the code needs to be clarified in defining these materials.

Stylski directed Westover to research what other cities are doing and bring back some options and specific language for the Commission to continue this discussion regarding fence and dog kennel requirements at a later date. Westover agreed to do so.

***Comprehensive Plan – Review of Chapters 7, 8 and 9 Goals***

Westover explained as part of the updated 2017 Comprehensive Plan process, it was determined that staff and the Planning Commission would review the goals of the plan on a regular basis. Westover stated the review of Chapters 7-9 will complete our regular review for this year (only chapters seven and eight have goals). Westover reviewed each of the general goals for each chapter and asked Commissioners to give a thumbs up on each goal.

The Commission completed the review of the goals for Chapters 7 and 8 (Chapter 9 has no goals) of the Comprehensive Plan with no changes.

**Other Business/Miscellaneous**

***City Council Update***

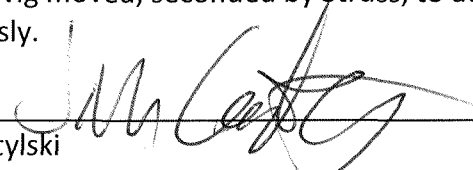
Westover and Godfrey updated the Commission on the previous City Council meeting.

***Parks, Trails, and Recreation Commission Update***

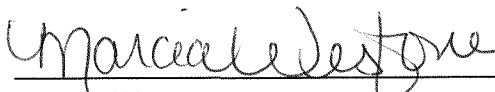
Westover updated the Commission on the previous Parks, Trails, and Recreation Commission.

**Adjournment**

Being no further business for the Commission, Dybvig moved, seconded by Struss, to adjourn the meeting at 7:35 pm. Motion carried unanimously.

  
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Mike Stylski  
Cambridge Planning Commission Chair

ATTEST:

  
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Marcia Westover  
Community Development Director\City Planner