

Cambridge Planning Commission Meeting Minutes

Tuesday, February 6, 2024

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

Members Present: Commissioners Jessica Kluck (Chair), Robert Boese (Vice Chair), Joe Morin, Michael Liddy, Julie Immel, David Redfield, and Mark Ziebarth (City Council Representative).

Staff Present: Community Development Director Marcia Westover, City Planner Jacob Nosbush

Call to Order and Pledge of Allegiance

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

Organizational Meeting

Westover welcomed Joe Morin who was reappointed by Council for another 3-year term, and Mark Ziebarth as new Council Representative.

Boese nominated Kluck for Chair, seconded by Redfield. No other nominations. Upon vote, all voted aye, no nays. Motion passes.

Immel nominated Boese for Vice Chair, seconded by Liddy. No other nominations. Upon vote, all voted aye, no nays. Motion passes.

Approval of Agenda

Morin moved, seconded by Boese, to approve the agenda. All voted aye, no nays. Motion carried unanimously.

Approval of Minutes

Immel moved, seconded by Ziebarth, to approve the January 3rd, 2024 meeting minutes. All voted aye, no nays. Motion passed unanimously.

Public Comment

Kluck opened the public comment at 7:04 pm. No one approached. Public comment was closed at 7:05 pm.

New Business

A Ordinance Amendment- Zoning Code Review

Nosbush presented the amendments to Title XV Land Use, Chapter 156 Zoning, Sections 156.041 Industrial Districts & 156.064 Manufactured Homes and Manufactured Home Complexes; to continue

the overall review to clarify language and correct any errors within the existing language as part of the overall review of the zoning code.

Nosbush said some changes to note are that airports were removed from allowed uses as there is airport zoning. In Industrial Districts, maintenance facilities and auto towing were added for all I districts, and household waste processing was added in I-3 only.

Nosbush stated this was in response to Interim and Conditional Use Permits being approved for these types of businesses, like the MNDOT garage and Leaf's Towing. Waste Management, while not in I-3 zoning, already has a Conditional Use Permit approved for their site, meaning they are permanently allowed. This would only affect future new uses.

Public hearing

Kluck opened the public hearing at 7:08 pm. No one approached. The public hearing was closed at 7:09 pm.

Redfield clarified the addition of Section C4 under Wholesale Trade was to clarify where the information is found, Nosbush said that was correct, nothing in daily use was changed.

Morin motioned, seconded Redfield, to recommend approval of Ordinance 782 as presented and allow for Summary Publication. All voted aye, no nays. Motion passed.

B 2024 Meeting Schedule

Westover presented the 2024 meeting schedule and asked Commissioners to review and contact her with any changes or corrections.

C Commission Bylaws

Westover noted there were no changes to the Bylaws from 2023.

D Member List

A confidential list of Commission members contact information was handed out by Westover.

E Chapter 32 Planning Commission of the City Code

Westover noted this was for review and asked Commissioners and to reach out with any questions.

F 2023 Year in Review

Westover recapped 2023 for Commissioners.

There was no January meeting.

In February, the main item was a final plat of the Maple Ridge Townhomes second addition for the Cambridge Family Apartments, which changed their name to the Bridgewell Apartments. It is an affordable 65-unit building that requested a PUD for no garages. They are planning to open in the spring of 2024.

March had a larger agenda, there was an easement vacation request for 1115 Deer Run SW to combine two lots in order to build a garage, a building permit has been pulled for this structure. The Oak Meadows Plat, which was renamed the Lodge at Oak Landing, is currently being constructed. They had requested a rezoning designation from the PUD, an easement vacation, and a height variance request to accommodate the underground parking. They plan to open in 2024. Ordinance 767 was reviewed regarding outdoor storage, specifically storage pods. Staff wanted to be more business friendly and allow certain storage pods permanently.

In April, Commissioners reviewed a variance for a river setback at 3310 Ten Oaks Street, the existing structure was too close to the river so a variance was needed for the addition. A permit has not been pulled for this project yet.

In May Commissioners reviewed a preliminary and final plat for River Heights 4th edition, which was a request to build a pool on a parcel not on the main property. A permit has been pulled for this project. Ordinance 769 allowing ducks and quail in addition to chickens was recommended for approval.

In June there were six Interim Use Permit (IUP) requests for chickens, all were approved. Two variance requests for 2403 Fillmore Lane SE to build a detached accessory structure in a corner side yard were denied by Commissioners. Council denied the setback request but approved the structure to be built in the side corner yard. A permit has been obtained and the structure is in construction. Commissioners and Council denied an IUP for commercial dog kennel was reviewed for 505 25th Ave SW, since then the business has moved out of the City.

In August, a height variance request for 946 Roosevelt Street S was denied but the impervious surface variance request was recommended for approval. Council agreed with Commissioners and denied the height variance request, but approved the impervious surface request. An IUP for 728 Main Street N to use the building for storage only was recommended for five years, but Council denied the request. The owner has been attempting to rectify the situation with the City. Ordinance 770 Commercial Kennel was reviewed and adopted into City Code.

In September Commissioners reviewed a plat for Haden Estates requesting to split the lot into two parcels. A new home permit has been applied for and the existing home is being renovated. The old Perkins site, Cornerstone Addition, asked for a PUD amendment, easement vacation, and preliminary and final plat review, all were approved by Planning Commission and Council. Since then, the developer has pulled out of the deal. The approvals will remain for a length of time, but will depend on if a new developer wants to change property lines.

October was the start of the Zoning Code updates. Ordinance 774 reviewed the beginning chapters, it has been adopted into the City Code.

November was the last meeting of the year, Ordinance 775 Natural Landscaping was recommended for approval. Ordinance 776 Places of Worship and Sacred Settlements was also recommended for approval. Both ordinances have been adopted into the City Code.

Kluck asked how many units Oak Landing has, Westover answered 148 units.

Boese asked if the gas line still needed to be moved since the developer pulled out of the Perkins lot, Westover said after consulting with the engineer and gas company it was decided there was not a need to move the gas line, though the street was still going to be vacated.

Other Business/Miscellaneous

A City Council Update

Ziebarth said Council approved two new members for the PTRC. Council discussed the Downtown programs, which is grants to help with infrastructure and façade improvements, and a loan subsidy program that was just approved. On March 7th, three Councilmembers will be going to the Capital for a meeting with Representative Johnson and Senator Koran who are supporting the City's efforts on bonding funding for the Hwy 95 reconstruction project.

Ziebarth continued, an update was announced for the NLX Train Alliance, initial funding was approved and now the group is seeking grants from Federal and State funds to continue the program. City Administrator Vogel serves on the board and is involved in the process. NLX will be a huge advancement for the City.

Council heard the annual presentations from both Community Development by Westover and the Cambridge Fire Department by Benzen.

Ziebarth said Council approved a Request for Quotes (RFQ) for the Council Chambers Audio/Video System which will be replaced in the upcoming months. Updates include more capable large monitors, updated audio recording to make operating easier, and individual monitors on the Dias.

Council has been discussing the old Dry Cleaners site on Hwy 95, Ziebarth said. Grants were used to have the MPCA research the extent of contaminants and Council is seeking the best outcome for the tax-forfeited property.

The State of the City address is February 21st at Noon, the Mayor will present an update on the City.

Ziebarth noted the Presidential Nomination Primary elections will be held on Tuesday, March 5th, therefore the next Planning Commission meeting will be on Wednesday, February 6th.

Liddy asked if the City has ordered the new State flags yet, Westover said not that she was aware of. Boese said the new design has not been approved by the State yet.

B Parks, Trails, and Recreation Commission (PTRC) Update

Westover said the Community Development Specialist Norling has been planning for the summer events, and has some band already lined up. She is also planning the Art Fair, and the upcoming Winter Fest to be held on February 24th. Since there is no snow, staff have encouraged creativity on building a snowman or sculpture. The newspaper made a snowman out of stacked paper rolls, there is one made from Styrofoam, and two tiny snowman have been made of snow. The dog sled rides and

horse carriage rides were still planned, but will be on wheels. There will be chainsaw carvings, and a touch-a-truck event with DW, Public Works, and police and fire vehicles. There will be vendors, free hot cocoa, and other things happening.

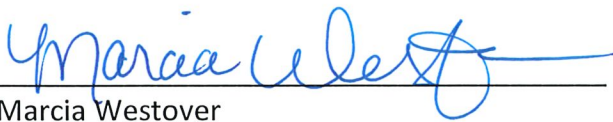
Adjournment of Planning Commission Meeting

Being no further business before the Commission, Boese moved, seconded by Immel, to adjourn the regular meeting at 7:31 pm. All voted aye, no nays. Motion carried unanimously.



Jessica Kluck, Chair Robert Boese, Vice
Cambridge Planning Commissioner Chair

ATTEST:



Marcia Westover
City Planner