

Cambridge Planning Commission Meeting Minutes

Wednesday, March 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 Robert Boese (Vice Chair), Joe Morin, Michael Liddy, Julie Immel, David Redfield, and Mark Ziebarth (City Council Representative)

Members Absent: Commissioner Jessica Kluck (Chair)

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

Call to Order and Pledge of Allegiance

Boese called the meeting to order at 7:01 pm and led the Pledge of Allegiance.

Approval of Agenda

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

Approval of Minutes

Morin noted on page 5 of the packet, second paragraph from the bottom, Liddy was the Commissioner that inquired on the State Flag, not Morin as the minutes state.

Redfield moved, seconded by Morin, to approve the amended February 6, 2024 meeting minutes. All voted aye, no nays. Motion passed unanimously.

Public Comment

No one approached for comment

New Business

A Public Hearing...Interim Use Permit...Keeping of Fowl...605 Central Ave SW

Nosbush presented the request from Jeremy Brownell, 605 Central Ave SW, to keep chickens and ducks at the property through an Interim Use Permit (IUP). The request is to keep four chickens and two ducks, the maximum allowed by City Code on the 0.79-acre parcel. A run is required to be attached to the coop since the property is less than five acres. The IUP would be for two years, set to expire March 25th 2026, and can be re-applied for at the end of the two-year period. Staff recommend to allow the IUP for two years, noting the coop will have to meet exterior material requirements since the site plan did not document the exterior material.

Public Hearing

Boese opened the public hearing at 7:07 pm

No one approached to comment
Boese closed the public hearing at 7:08 pm

Applicant Jeremy Brownell, of 605 Central Ave SW, stated the structure has been built, but has yet to be sided. The plan is to have it completed by June 1. The coop is approximately 60 square feet with a 110 square foot covered run.

Immel motioned, seconded by Redfield, to recommend approval the draft Resolution R24-014 to allow an Interim Use Permit for two years to allow up to six fowl on the property with the amendment that the siding is completed by June 1st. All voted aye, no nays. Motion carried.

Nosbush noted this would be heard by City Council on March 18th.

B Public Hearing...Interim Use Permit...621 Old Main St N...Cambridge Lutheran Church

Westover said the Cambridge Lutheran Church has requested and Interim Use Permit (IUP) to have an outdoor seating area. The property is located primarily in the R-1 zoning district, which allows places of worship and accessory structures. By definition, a place of worship must be a building used for non-profit purposes. The proposed seating is considered an accessory structure, which must be on the same lot as the primary structure. In this case the outdoor worship area proposed is on a separate tax parcel. Due to these reasons an IUP is required.

Westover noted an IUP is temporary and must cease. Staff have worked with the applicant for several years on this project and this is the first step of the process. If approved, the applicant will begin fundraising and complete the items listed on the conditions. One of the conditions is requiring a plat to combine their parcels into one so the accessory structure is on the same parcel as the primary structure. Other required items include an erosion control plan, approval of stormwater requirements, and Minnesota Pollution Control Agency (MPCA) approval and permit. Because the applicant has many steps to complete if the IUP is approved, staff recommend starting the two-year period in October with an end date of October 2026.

Liddy asked if the lines on the provided map defined individual parcels, Westover said that was correct, the church owns six parcels along with a seventh parcel that no has ownership information display in the Isanti County GIS System. Staff feel the plat will clarify the ownership of this parcel.

Ziebarth asked if there was a detailed plan for the seating, Westover described the included plan stating the seating would be tiered on a hillside, made from natural grass, a platform at the bottom, with an ADA accessible trail from the parking lot. Ziebarth asked if there would be a roof, Westover said there would be no roof.

Dale Anderson, a member of Cambridge Lutheran Church, was present to answer questions. He said this project has been an idea since 2016. Currently outdoor meetings are being held near the parking lot area, this seating would provide a secluded place away from traffic and reduce noise. There would be a sidewalk cutting through the middle of the seating, and a bituminous path that would be handicapped accessible and allow performers to move equipment to the stage area.

Immel asked if the seating would be chairs, Anderson said there were no plans for permanent seating, though members may bring lawn chairs.

Morin expressed concerns of the planned path encroaching into the cemetery, Anderson said this has been discussed and they will ensure nothing interferes with the cemetery property.

Liddy asked if the seating area was wooded, Anderson said the area was mainly scrub brush with few trees.

Public Hearing

Boese opened the public hearing at 7:03 pm (*note: time was announced incorrectly, actual time of the public hearing opened at 7:23 pm*)

Beth Kramer, an adjoining property owner, questioned what safety measures were planned, such as ADA compatible, lighting, etc. Anderson said the tiered area steps would be eight feet wide each with a two-foot slope to another tier. He felt they were not creating any additional hazard from the already existing natural landscaping. Kramer noted previous squatters used four wheelers on the property that disturbed the top layer of soil making erosion a concern, Anderson said the plan was to sod the area in a timely manner so it was stable against erosion.

Boese closed the public hearing at 7:26 pm

Morin noted nearby property owners have expressed concerns to him about noise, Anderson felt the platform being 30-40 feet lower the noise would be traveling up hill and quieter than the current services performed near the parking lot. Immel noted that services would be moved further away from the neighborhood so the noise should be lessened for all but one property adjacent to the seating area. Anderson noted they have been attempting to purchase that property.

Redfield motioned, seconded by Ziebarth, to recommend approval of the Resolution approving the IUP making note to be sure the numbering is correct. Upon vote Boese, Liddy, Immel, Redfield, and Ziebarth voted aye. Morin voted nay. Motion carried 5/1.

C Public Hearing...Interim Use Permit...211 Cleveland St. S...Day Care Facility

Westover presented the request for a non-residential day care facility at 211 Cleveland Street South. The property is located in the I-2 zoning district, which allows light industrial uses. Non-residential day care facilities are permitted in commercial districts and not listed as permitted in the I-2 zoning district, so the applicant is requesting an IUP.

Westover said previous IUP was obtained in 2018, and again in 2020, by Butterfly's Massage located in the same building, but they have since moved to a new location. The parking lot is sufficient for the number of children and staff proposed. There is also a fenced in area for play. This request would still need to be reviewed and licensed by the State of Minnesota before they can operate.

Westover continued, the properties to the north of this property are zoned Business Transition District, and the existing homes are intended to become commercial in nature eventually. With this

change and being a lighter industrial use, staff do not have issues with this request. Team Industries to the east, Cambridge Collision to the west, and several propane tanks owned by Federated Propane are to the south, but the northern half is more commercial in nature.

Westover explained staff recommend a two-year IUP to begin in July to allow for time for the permitting process, to finalize plans, and provide the documentation from the State. Conditions state the IUP shall discontinue two years from July 1, 2024. The applicant must re-apply for an extension prior to July 1, 2026. They must obtain day care approval and licensure from the State of Minnesota and obtain all required permits.

Redfield asked if it was standard to have an IUP under two names since it was not transferrable and has not happened in the five years he has been on the Commission, Westover said it was not typical and if the Commission felt this was an issue staff recommend the IUP be granted to the main applicant, Jenna Lear. The applicants are most likely business partners, two applicants would allow the business to continue should one back out.

Immel asked if there were school bus routes in the area. Clara Schmidt, one of the joint applicants, said their current plan did not include school age children, only infants, toddlers and preschool.

Boese requested the minutes to reflect the public hearing started at 7:34 pm.

Liddy asked if the applicants planned for this to be a permanent location, Schmidt stated plan was to stay for a while as there may be room to grow. Liddy asked if there was a limit on IUP renewals, Westover said there was no limit, though the IUP may be denied if traffic increased, there were noise complaints, or the City finds a better use for the space as it grows. Liddy asked for further information on the safety aspects of the facility, Schmidt said the State outlines what is needed to obtain a license, this includes a gated outdoor area that is safety locked, along with locked doors with parent buzzers to keep children safe. There are policies and procedures in place for staff in all areas of the facility.

Redfield asked how many staff were planned, Schmidt said the plan was for six to 10, allowing for two staff per room once at capacity, along with co-applicant, Jenna Schmidt, and herself as directors.

Boese closed the public hearing at 7:38 pm.

Liddy motioned, seconded by Immel to recommend approval of the Resolution approving the IUP with the correction of Jenna Schmidt's name from Lear. Upon vote all voted aye, no nays. Motion carried.

D Public Hearing...Ordinance Amendment...Title IX General Regulations, Section 98.03...And Title XV Land Use, Section 156.093 Mobile Food Vendors

Westover said currently alcohol is not allowed within city parks, nor is alcohol allowed to be sold from mobile vending units. There have been vendors that would like to sell alcohol during park events. Therefore, staff requested an amendment to allow alcohol sold from mobile food vendors to be consumed in city parks during city sponsored events, and to allow sales from mobile vendors.

Westover noted the City's insurance company requested changes to the ordinance that was published in the packet. She provided the revised ordinance with the new language. Under § 98.03 Park Regulations "in the designated compact/contiguous area only." was added as a State Statute requirement to ensure the alcohol is consumed in a small area. Under § 156.093 D17 two sentences were added "The mobile food vendor shall apply for a liquor license from the city. The mobile food vendor must have liquor liability insurance of a least \$1,000,000 per occurrence with the city named as an additional insured including language that the vendor defends and indemnifies the city for claims against the city arising from alcohol sales."

Westover said if the sales or consumption become problematic in the future, staff can reverse the amended language to prohibit sale and consumption during city events.

Boese asked where sales would occur, Westover said at City Park the current vendors set up on the trail near the amphitheater, a part of the grassy area to the north could be partitioned off. If this happens at the Third Thursday events or Customer Appreciation a different area would be barricaded.

Morin expressed concerns of people bringing their own alcohol to events, Westover said this would be specific to City sponsored events, the ordinance states alcohol must be purchased from the mobile vendor and must be consumed in the designated area only. If there are violations, police will be called to enforce the ordinance.

Liddy asked if the license required would be permanent or renewable, Westover felt it would be a temporary license for events. Liddy asked if the license held by the Cambridge Bar and Grill would transfer to the food truck, or would they need a temporary license, Westover was unsure but noted those questions have been asked and would be answered as the process continues, and license requests would be presented to Council for approval. Liddy asked if § 156.093 D17 should be amended to specify a temporary license would be needed, Westover suggested adding an amendment stating staff would check with the City Attorney to be sure all language is correct.

Public Hearing

Boese opened the public hearing at 7:48 pm

No one approached to comment

Boese closed the public hearing at 7:49 pm

Ziebarth motioned, seconded by Liddy, to recommend approval of the Ordinance pending City Attorney approval. All voted aye, no nays. Motion carried.

Other Business/Miscellaneous

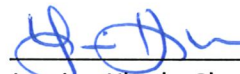
Ziebarth reported on Thursday some Councilmembers were going to be working with legislation to speak on issues related to a variety of topics, including middle housing and apartments. Westover said the State is proposing that all cities within the State of Minnesota allow two homes per lot, and if two are energy efficient and two are affordable there can be up to six homes per lot. No more than a 4,000 square foot lot can be required, so up to six homes would be allowed on a 4,000 square foot

lot. If other restrictions are met, there can be up to eight homes per lot. This is very concerning for the City of Cambridge. Parking regulations are being change to allow one parking space per unit for apartment buildings, not requiring garages, allowing apartment buildings in any zoning district, and stating they can be 150 feet taller than the tallest building in a one-mile radius or 50 feet taller than current regulations allow. Ziebarth noted this has been moving very quickly without much input.

Westover said Winter Fest was held on February 24th, the weather was warmer than last year but windy. There was no snow, but the event featured a chain saw carver and horse carriage rides. The dog sled team was there but could not run due to the lack of snow. Attendance was high, around approximately 500-600 people came out to the event. The City is looking forward to growing Winter Fest in 2025.

Adjournment of Planning Commission Meeting

Being no further business before the Commission, Morin moved, seconded by Redfield, to adjourn the regular meeting at 7:59 pm. All voted aye, no nays. Motion carried unanimously.



Jessica Kluck, Chair
Cambridge Planning Commissioner

ATTEST:



Marcia Westover
City Planner