

PLANNING COMMISSION MINUTES

DATE: March 10, 2014

TIME: 4:30 p.m.

PRESENT: Chairperson Porter, Commissioners Boettcher, M. Olson, Davis, Buelow, Hahn, and L. Olson

ABSENT: Commissioner Ballard

STAFF PRESENT: City Planner, Mark Moeller

The meeting was called to order at 4:30 p.m. by Chairman Porter.

Approval of Minutes – February 24, 2014

The minutes from the Commission's meeting of February 24, 2014 were reviewed and upon motion by Commissioner Boettcher and second by Commissioner L. Olson were unanimously approved as submitted.

Public Hearing – Final Plat – Cobblestone Creek First Revision

Chairman Porter introduced this item and concluded by calling on the applicant to provide a summary of the requested action.

Jason Phillips, representing Phillips Development Inc., noted that the purpose and intent of this submittal relates to his desire to move the present north south Natural State Area boundary line through what is now lot 1, block 6, Cobblestone Creek Subdivision, 11.6 feet in order to promote a larger building envelope on the property. Mr. Phillips emphasized that although the relocated line would result in the loss of Natural State Area land to the lot, he was also proposing to make this up by designating approximately 1200 square feet of present non Natural State Area land to a Natural State Area. Natural State Area to be added is located at the northerly 22 feet of the lot. Given this change, the expanded building envelope would be able to facilitate a reasonably sized structure along with needed site drainage improvements.

Chairman Porter then called on Mark Moeller, City Planner, to provide staff comments of the application. Mr. Moeller noted that since the proposal includes the concept of moving a present Natural State Area line, submittal of a revised plat for the lot is required. He explained that the lot was initially created in May of 2008 as part of the Cobblestone Creek Subdivision. Given that the average slope of the lot was 16.2%, the lots resulting Natural State Area requirement was 35%. This calculation is reflected in that portion of the lot which is currently designated as a Natural State Area. He further noted that, as presented by Mr. Phillips, the proposed modification would not result in

PLANNING COMMISSION MEETING MINUTES

MARCH 10, 2014

PAGE 2

the loss of Natural State Area to the lot. Following its review, staff was recommending approval of the request for the following reasons:

1. The revision will not result in a net loss of Natural State Area to the lot. As such, the intent and purpose of initial (2008) NSA requirements and approvals will continue to be met.
2. The revision will not significantly compromise site slopes and other natural lot features, nor that of adjoining lots.
3. The revision will facilitate reasonable development of the lot, thereby relating to a positive increase in tax base.

At this point, Chairman Porter opened the public hearing and called for any person who wished to speak to this issue to do so. There being no one present to speak for or against the proposal, the public hearing was closed.

Following brief discussion, it was moved by Commissioner Laverne Olson and seconded by Commissioner Boettcher to approve the Cobblestone Creek First Revision Final Plat.

Upon discussion of the motion, Commissioner Laverne Olson stated that he had taken the opportunity to drive out to the site to look at the lot. Given that review, he saw no problem in making the change.

When the question was called, the vote of the Commission was unanimous to approve the motion.

Mr. Moeller noted that the next step in the process would be referral of the Commission's recommendation to Council for final action. It was anticipated that this would be completed on March 17th.

Initiate Zoning of Annexed Properties

Chairman Porter called on Mr. Moeller to provide a summary of this item. Mr. Moeller stated that, over the course of the past number of months, an additional three residential properties have been annexed under terms of the City of Winona/Wilson Township Orderly Annexation Agreement. Although these properties are now located within the City, they have yet to be zoned. With this, staff was, pursuant to City Code Section 43.31 (b), requesting that the Commission initiate the zoning process of these properties through the adoption of a simple motion this afternoon. He noted that properties involved in this request are 1411 Wildlife Drive, 1659 Valley View Drive, and 23125 County Road 17. Should the Commission choose to initiate the zoning process; staff would provide informal notice of the City's intent to consider zoning to each property owner. This notice will include a proposed zoning classification and will allow a reasonable amount of time for feedback from property owners. Ultimately, this will be followed by formal notices and a scheduled Commission hearing. He anticipated that such a hearing would be held in late April.

PLANNING COMMISSION MEETING MINUTES

MARCH 10, 2014

PAGE 3

Following review of the request, it was moved by Commissioner Boettcher and seconded by Commissioner Hahn to direct staff to move forward with the zoning process of 1411 Wildlife Drive, 1659 Valley View Drive, and 23125 County Road 17. When the question was called, the vote of the Commission was unanimous to approve the motion.

Other Business

Chairman Porter introduced Ken Fritz as a new Commissioner. Mr. Fritz noted that he was a retired City Administrator from the Village of Schaumburg Illinois and, has been involved in various aspects of local government for approximately 32 years. His purpose in volunteering to become a member to the Commission was to use that experience in contributing to the City. Mr. Fritz was welcomed by all.

Chairman Porter explained that Commission Bylaws had been adopted during the Commission's meeting of February 24th. He asked if a copy of the adopted bylaws could be included in the Commission's next agenda package. Mr. Moeller responded that this would be done. He also noted that they needed to be signed by the Chair.

Commissioner Mandi Olson noted that the Commission had discussed Comprehensive Plan accomplishments during its last meeting. From that discussion, a significant goal which has not yet been completed relates to a Comprehensive Update of City Zoning and Subdivision Ordinances. Although City budget constraints have prevented this project from being implemented, she suggested that it may be helpful if the Commission was to support the issue through the adoption of a motion encouraging the Council to consider these updates during its next budget deliberations. Mr. Moeller noted that these budget discussions would begin in the second half of the year. Given this, although the consensus of those present was that the idea was good, it might be advisable to wait in presenting anything to Council until budget considerations start. Mr. Moeller stated that staff would bring this issue back to the Commission once budget considerations start.

Chairman Porter noted that he had seen, through various media, a concept that will construct traffic control signs at a number of intersections throughout the City. Given that the Commission has attempted to address certain traffic issues during the past couple of years, he asked if it could be updated on this latest proposal. Mr. Moeller responded that staff had been directed by Council to look at the issue. Based on that, a concept was presented to Council during a pre-Council meeting on March 3rd. Although no consensus was reached at that point, it is conceivable that it may resurface during Capital Improvement Plan discussion. He noted that staff would keep the Commission advised of additional activities of this proposal as they occur.

Commissioner Boettcher stated that he had recently encountered a number of situations where pedestrians at crosswalks, particularly in the Winona State University area, have darted out in front of him without looking both ways. In some of these situations, pedestrians had been somewhat distracted by cell phone or earphone use. Given this,

PLANNING COMMISSION MEETING MINUTES

MARCH 10, 2014

PAGE 4

he suggested that some sort of program be developed that would serve to indoctrinate pedestrians on proper protocols at pedestrian intersections.

Commissioner LaVerne Olson agreed and emphasized that pedestrians need to be aware of what is going on around them. As a school bus driver, he has experienced similar situations. He emphasized that pedestrians should not assume that vehicles will stop as soon as they enter an intersection.

Along with this, Commissioner Davis stated that she has observed bicycles on sidewalks throughout the downtown area. She asked if this is permitted. In response, Mr. Moeller noted that he did not believe bicycles or skateboards were permitted within the Central Business District. Commissioner Davis suggested that greater enforcement of current regulations might be warranted in that area.

Commissioner Mandi Olson asked how the Commission could serve to educate the public on these issues given the number of regulations that exist, it was apparent that it could involve a fairly significant effort.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned.

Mark Moeller
City Planner