

PLANNING COMMISSION MINUTES

DATE: December 8, 2014

TIME: 4:30 p.m.

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

ABSENT: Commissioners M. Olson, Ballard, and Hahn

STAFF PRESENT: City Planner, Mark Moeller; and Assistant City Planner, Carlos Espinosa

The meeting was called to order at 4:30 p.m. by Chairperson Davis.

Approval of Minutes – November 24, 2014

The minutes for November 24, 2014 were approved upon motion by Commissioner Porter and second by Commissioner Fritz with a change noting that Commissioner Boettcher was present, but left before voting occurred.

Review of Site Plan Ordinance/Process

Mr. Moeller stated that this agenda item is being brought forward in part based on Commissioner Fritz's request. The proposed amendments to the site plan ordinance would add the Planning Commission to the list of those notified when a site plan is received. Mr. Moeller stated that staff recommended two additional changes: adding the word "complete" between "a" and "site," and adding the work "business" between "one" and "day."

Commissioner Fritz commented that impetus behind the proposed changes is simply to ensure that the Planning Commission is notified when a new site plan is received.

Commissioner Porter stated that despite the intents of the ordinance, he was concerned about the Planning Commission creating "new" requirements for developers when reviewing site plans.

Following further miscellaneous discussion, Commissioner Fritz motioned to approve the ordinance as written and with the changes suggested by staff. The motion was seconded by Commissioner Boettcher. Upon vote, the motion passed 5-1 with Commissioner Porter voting against.

Mr. Moeller stated that the ordinance changes would be brought back to the Commission in a final form before being forwarded to the City Council.

PLANNING COMMISSION MEETING MINUTES

DECEMBER 8, 2014

PAGE 2

Discussion – Proposed Amendments – Floodplain and Shoreland Ordinances

Mr. Moeller stated that the proposed floodplain and shoreland ordinance amendments are based on required changes from the Minnesota Department of Natural Resources and recent updates to the City's Conditional Use Permit ordinance. Mr. Moeller stated that the proposed floodplain ordinance amendments would essentially bring Winona's ordinance in-line with the state model floodplain ordinance. Mr. Moeller stated that the floodplain ordinance changes would require a public hearing in front of the Planning Commission because they are part of the zoning code, but the changes to the shoreland ordinance would not because they are part of a standalone chapter in City Code.

Commissioner Buelow asked if there is going to be public input process for the new flood maps produced by FEMA. Mr. Moeller stated he was unsure of the exact process, but would bring back more information when this item is next considered by the Planning Commission.

Following further discussion, it was the consensus of the Commission to return both items to the Planning Commission in final form before forwarding them to the City Council.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 5:15 p.m.



Carlos Espinosa
Assistant City Planner