

AGENDA
CITY OF CROSBY PLANNING AND ZONING COMMISSION

City Hall Council Chambers
January 17, 2023 at 6:00 PM

1. Call to Order
2. Roll Call
3. Additions or Deletions to Agenda
4. Open Forum
5. Approval of Minutes
 - A. December 19, 2022, Regular Meeting
6. New Business
 - A. Short Term Rentals Discussion
 - B. Membership and Terms Update
7. Public Hearing(s)
 - A. Ordinance Amendment 23-1 to consider amending the **Lot Size and Dimensions Standards Chart**
Owner/Applicant: City of Crosby
8. Old Business
9. Staff Report/Upcoming Applications
10. Commissioner's Questions/Comments
11. Adjourn

This agenda is not exclusive and other business may be discussed as deemed necessary

For those requiring special assistance, please contact Crosby City Hall at (218) 546-5021

CITY OF CROSBY
NOTICE OF PUBLIC HEARINGS

TO WHOM IT MAY CONCERN: Notice is hereby given the City of Crosby Planning Commission will convene for their regularly scheduled meeting on Tuesday January 17, 2023, at 6:00 p.m. at City Hall, 2 Second St SW, Crosby, MN to conduct the following public hearing(s):

Ordinance amendment application 23-1 to consider modification to section 154.034 Lot Standards Chart. Owner/Applicant: City of Crosby

The proposed modifications can be sent by request and are available at city hall. All interested persons are invited to attend this hearing and be heard or send written comments to city hall or via email at planning@cityofcrosby.com. A staff report will be available at city hall typically one week before the scheduled meeting.

Brittney Cotner, Zoning Administrator
City of Crosby

Pursuant to due call and notice thereof, the Regular Meeting of the Planning and Zoning Commission was held on Monday, December 19, 2022, at 6:00 P.M.

Members Present: Commissioners Peterson, Wynn, and Carry; Brittany Cotner, Sourcewell; Matthew Hill, Administrator Clerk Treasurer; Samantha Wodarz, Utility Billing Clerk

Members Absent: Commissioner Patrick

1. Call Regular Meeting to Order

Chairperson Carry called the meeting to order at 6:00 P.M.

2. Pledge of Allegiance

Chairperson Carry led with the Pledge of Allegiance.

3. Additions or Deletions to the Agenda

Administrator Hill added 6C personal update.

MOTION BY COMMISSIONER PETEROSN AND SECONDED BY COMMISSIONER WYNN TO APPROVE THE AGENDA WITH THE ADDITION. VOICE VOTE: THOSE VOTING AYE: COMMISSIONERS CARRY, WYNN, AND PETERSON. THOSE VOTING NAY: NONE. MOTION CARRIED.

4. Open Forum

No open forum

5. Approval of Minutes

A. November 21, 2022, Regular Meeting

MOTION BY COMMISSIONER WYNN AND SECONDED BY COMMISSIONER CARRY TO APPROVE THE MINUTES. VOICE VOTE: THOSE VOTING AYE: COMMISSIONERS CARRY, WYNN, AND PETERSON. THOSE VOTING NAY: NONE. MOTION CARRIED.

6. New Business

A. Discuss section 154.166 interpretation and potential modifications

Brittany Cotner views it as a contradictory ordinance where there is setback of 20Ft from the rear property lines, yet there is a 10ft setback for garages.

Peterson states it does not make any sense to have an outbuilding being 20ft and a garage 10ft, it should be the same.

Brittany would guess it is based on the impervious coverage because the lots are so small there were granting variances all the time for garage impervious.

They want a public hearing to discuss modification to the ordinance.

Commissioner Peterson would like it to be 10ft for all structures.

This will be on the next meeting's agenda.

B. Discuss sign Setback requirements

Brittany stated that a resident is upset with the Barstock sign, currently the ordinance is at 10ft setback from either side of the property line, and cant be at the cities right away.

Commissioner Carry stated that is where there was a large Ford sign originally. From where Barstock has everything set up right now, he does not see there is or will be an issue.

They have an approved permit, and they are within the ordinance they do not see any issues.

C. Personal update

Administrator Hill stated that he received an inquiry from an individual who has been on the planning and zoning committee before and would like to return. This individual is a nonresident and will not be able to attend a meeting until March. The committee is currently short 2 members and one can be a nonresident.

The members would prefer residents to be on the committee, but they would be okay with the individual being the alternate. Wynn stated that it is part of their due diligence to appoint this individual, and they have had ads in the paper, in social media and they have not received any inquiries.

Administrator Hill stated this is a council decision and he would like a recommendation from the committee. He also stated that he will get it in the paper again and out to the public to see if they receive any additional interest, before it is brought before the council at the 2nd meeting.

Petersons and Patrick's terms are up in January. Commissioner Patrick made a verbal request to be on the committee for another 3-year term.

The commissioners agreed at their next meeting they will be making a recommendation for the open seats.

7. Public Hearing

MOTION BY COMMISSIONER WYNN AND SECONDED BY COMMISSIONER PETERSON TO OPEN THE PUBLIC HEARING AT 6:25 AM. A ROLL CALL VOTE: ALL VOTED AYE. MOTION CARRIED.

- A. Ordinance Amendment 22-08 to consider amending the Lot Size and Dimensions Standards Chart Owner/Applicant: City of Crosby

They recommend the Amended Ordinance to be brought before the council.

MOTION BY COMMISSIONER CARRY AND SECONDED BY COMMISSIONER PETERSON TO ACCEPT THE ORDINANCE AS BRITTANY HAS WRITTEN TO PASS IT ON TO THE COUNCIL. A ROLL CALL VOTE: ALL VOTED AYE. MOTION CARRIED.

MOTION BY COMMISSIONER WYNN AND SECONDED BY COMMISSIONER PETERSON TO CLOSE THE PUBLIC HEARING AT 6:27 PM. A ROLL CALL VOTE: ALL VOTED AYE. MOTION CARRIED.

8. Old Business

No old Business

9. Staff Report/Upcoming Applications

10. Commissioners' Questions/Comments

Brittany gave heads up to the committee due to the Holiday; the next meeting will be Tuesday January 17, 2023. The meeting in February she also believes will be on a Tuesday, she will verify and get back to them.

Commissioners Carry questioned if they could change the meeting start time. The city council sets the meeting times, and they could make a recommendation. They were thinking of starting earlier, at 5 pm. Administrator Hill stated that consistency is better for the public.

Commissioner Wynn asked about the Marathon off sale; Brittany has not heard anything more about it.

Discussion on liquor licenses.

Discussion on permits and plans on the property behind Dairy Queen.

11. Adjournment

MOTION BY COMMISSIONER PETERSON AND SECONDED BY COMMISSIONER CARRY TO ADJOURN AT 7:45 P.M. A VOICE VOTE: THOSE VOTING AYE: COMMISSIONERS CARRY, WYNN, AND PETERSON. MOTION CARRIED

Adam Carry, Vice-Chairperson

Samantha Wodarz, Utility Billing Clerk

Terms for Planning Commission Members

Name	Term	Expires
Troy Patrick	2022	1/31/2025
Open (Brad Smith Applied)	2022	1/31/2024
Shellie Wynn	2022	1/31/2024
Adam Carry	2022	1/31/2024
Open(Alternate)	2021	1/31/2023
James Peterson	2022	1/31/2025

**ORDINANCE NO. 23-1,
AN ORDINANCE AMENDING CHAPTER 154 OF THE CITY CODE
REGARDING LOT STANDARDS CHART
CITY OF CROSBY
COUNTY OF CROW WING
STATE OF MINNESOTA**

The City Council of the City of Crosby does ordain as follows:

Purpose and Intent: The purpose of this ordinance amendment is to amend Chapter 154 of the Crosby City Code to modify rear setback requirements

Amendment: Chapter 154, Section 034 “LOT STANDARDS CHART” shall be amended as follows:

<i>Lot Size and Dimension Standards</i>									
	R	R-1	R-2	R-3	Shoreland Overlay	B-1 CBD	B-2 Highway	I	Public
<i>Structure Setbacks</i>									
Rear	25 feet	20 10 feet	20 10 feet	20 10 feet		0 feet	20 feet	20 feet	20 feet

Effective Date: This ordinance amendment is hereby adopted on _____ and shall be in full force and effect after publication according to state law.

Repeal: This ordinance shall repeal all ordinances inconsistent herewith.

Diane Cash, Mayor

ATTEST:

Matthew Hill, City Administrator