

AGENDA
CITY OF CROSBY PLANNING AND ZONING COMMISSION

City Hall Council Chambers
June 20, 2022 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. May 16, 2022 Regular Meeting
6. New Business
7. Public Hearing(s)
 - A. Ordinance Amendment 22-2 allowing for Drive Thru and Walk-Up Windows
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 Monday, June 20, 2022, at 6:00 p.m. at City Hall, 2 Second St SW, Crosby, MN to conduct the following public hearing(s):

Ordinance Amendment 22-2 to consider modification to section 154.035 Land Use Classification Chart to allow for Drive Thru and Walk-Up Windows

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

City of Crosby

Planning and Zoning/Board of Adjustment Commission

Minutes

May 16, 2022

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Planning & Zoning Commission was held on Monday, May 16, 2022, at 6:00 p.m. at City Hall.

Members Present: Chairperson Peeples, Commissioners Patrick, Wynn, Carry, Lewis and Alternate Commissioner Peterson.

Members Absent: None

Staff Present: Mathew Hill, Administrator Clerk-Treasurer; Stephanie Winegarner, Utility Billing Clerk, Planning & Zoning Coordinator, Brittney Cotner

1. **Call Regular Meeting to Order:** Commissioner Peeples called the Meeting of the Crosby City Planning & Zoning Commission to order at 6:00 p.m.
2. **Pledge of Allegiance:** Commissioner Peeples led with the Pledge of Allegiance.
3. **Addition or Deletions to Agenda:** None
4. **Open Forum**

None.
5. **Approval of the Minutes: MOTION BY COMMISSIONER CARRY AND SECONDED BY COMMISSIONER WYNN TO APPROVE THE MINUTES AS PRESENTED WITH CHANGES TO LINE 22 CHANGING PETERSON TO WYNN AND LINE 86 CHANGING PETERSON TO LEWIS. A VOICE VOTE: THOSE VOTING AYE: COMMISSIONERS PATRICK, WYNN, CARRY AND LEWIS. THOSE VOTING NAY: NONE. MOTION CARRIED**
6. **New Business:** None
7. **Public Hearing(s):** None
8. **Old Business**

A. Drive Thru Ordinance Discussion: After much debate and discussions to the drive thru ordinance, the commission decided three conditions to the drive thru ordinance.

1. A permit will be required with a nominal fee
2. Only allowed in zoning districts B1 & B2
3. Both walk ups and drive ups are allowed.

Planning & Zoning Coordinator, Brittney Cotner will schedule a public hearing for the ordinance changes.

9. Staff Report Upcoming Applications: P&Z Coordinator, Brittney Cotner, touched on a potential used car lot application. They will need a conditional use permit. Business owner Troy Kochevar had inquired about renting golf carts; he hasn't responded yet.

The commission is not interested in restricting short-term rentals at this time.

The commission touched on the topic of storage structures on residential properties. An accessory storage unit can be on a property for no more than 90 days per year.

A building permit is only good for 6 months; Administrator Hill clarified that an initial building permit is 6 months, but an extension may be granted for another 6 months if work has commenced and there wasn't a lull in the building for more than 6 months; may extend a year if necessary.

Resident Shellie Wynn spoke about the fact that the signs for Delivery Trucks only hasn't been installed on the back side of the new Super One. She feels it is a safety issue with non-commercial vehicles using that access in and out of the store's parking lot. There was talk of the speed limit on Highway 6 in front of the new grocery store. MNDOT should be posting lower speed limit signs.

MOTION BY COMMISSIONER WYNN AND SECONDED BY COMMISSIONER PATRICK TO ADJOURN AT 7:07 P.M.

A VOICE VOTE: THOSE VOTING AYE: COMMISSIONERS WYNN, PATRICK, CARRY AND LEWIS. THOSE VOTING NAY: NONE. MOTION CARRIED.

Linda Peeples, Chairperson

S Winegarner, Utility Billing Clerk

ORDINANCE NO. __,
AN ORDINANCE AMENDING CHAPTER 154 OF THE CITY CODE
REGARDING LAND USE CLASSIFICATION 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 include the allowed use of Drive Thru and Walk-Up Windows.

Amendment: Chapter 154, Section 035 “LAND USE CLASSIFICATION CHART” shall be amended as follows:

<i>Land Use Classification Chart</i>								
<i>Use</i>	<i>District</i>							
	<i>R</i>	<i>R-1</i>	<i>R-2</i>	<i>R-3</i>	<i>B-1 CBD</i>	<i>B-2 High</i>	<i>I</i>	<i>P</i>
Drive Thru/Walk-Up Window					P	P		

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

From: Matt Steele <matt@mattsteele.net>
Sent: Tuesday, June 7, 2022 1:35 PM
To: Planning & Zoning <planning@cityofcrosby.com>
Subject: RE: Drive thru ordinance

Hi Brittney,

Thanks for the response and information. Has it already been decided how the land use table will be modified? Anyways, here's some initial thoughts:

While it makes sense for walk-up windows to be a permitted (and encouraged) land use, drive-thrus (if allowed) should be a conditional use in B-2 only. This would be so the city would have additional latitude to manage the problematic externalities of drive-thrus.

- In the CBD, drive-thrus can create multiple problems for Main Street frontage if they create additional curb cuts. Many of these problems relate to curb cuts generally, but drive-thrus exacerbate the problem.
 - “Missing teeth” effect where access lanes come at the expense of an unbroken blockface of sidewalk-oriented active uses. This is already seen downtown with the Unity Bank, Credit Union, and Hogue curb cuts.
 - Drive-thrus and curb cuts increase intersectional conflict points (often with problematic sightlines) with sidewalk users and street traffic.
 - On-street parking is a valuable resource, particularly for our downtown businesses. Every additional driveway removes at least two precious spots our small businesses depend on.

Curb cuts, necessitated by most drive-thrus, are problematic both for a safe/walkable/parking-abundant Main Street and from a traffic operations perspective.

- Drive-thrus also create other problems, particularly in a dense CBD/urbanized area such as Downtown Crosby:
 - Idling/queued traffic create localized issues for neighbors and people on sidewalks, patios, etc. Speaker noise, fumes from idling vehicles, etc.
 - Stacking is an issue, particularly for food and beverage drive-thrus. For some reason, coffee drive-thrus are affected most – in many cases to the point of queues backing up onto sidewalks and into traffic.
 - Crosby's Main Street thrives because of its relatively dense concentration of land uses and amenities. Drive-thru access and queuing lanes, particularly those with Main Street access, create a disincentive for infill development and concentration of active land uses.
 - Recent changes to Crosby's zoning code – such as permissible dwellings in the B-1 district – reflect a desire to have a Main Street filled with

walkable, active, public land uses.

Crosby's Main Street is valuable because it's a place to go to, more than a place to drive through.

- Outside the CBD, these concerns are less of a problem (e.g. DQ) but I am deeply concerned about the proliferation of auto-oriented land uses and their impact on Crosby's small-town charm and raison d'être.
 - Crosby and the Cuyuna Range is valuable because of this small-town charm. Charm is notoriously hard to define, but here it's the combination of traditional neighborhoods/Main Street, recreation and amenities, surrounded by nature.
 - Baxter, by comparison, is valuable because of proximity (regional center, job access) despite having negative charm.
 - Auto-oriented land uses may be a part of growth, but it's critical they don't threaten the small-town appeal of our area because that would, in turn, threaten our viability.
 - Newcomers are generally choosing to live in the Cuyuna Range because they want a traditional Main Street with recreation and amenities surrounded by nature, not necessarily because their job requires them to be here. This is critical for recruiting at the hospital or other critical local professional services. Employers can recruit people because of the lifestyle we have, and a hypothetical McDonald's on the edge of town would harm the sense of place that makes people want to call our area home.

Our downtown and small-town quality of life is a treasure. Let's not set Crosby on course to turn into a mini-Baxter.

I urge the Zoning & Planning Committee and City Council to tread very carefully on this issue by allowing drive-thrus only in B-2 with a conditional use permit.

Matt Steele

952-393-9091