

City of Crosby
Planning & Zoning Commission
Monday, July 18, 2022

Members Present: Commissioners Patrick, Lewis, Carry, Wynn and alternate Peterson, Brittney Cotner, Planning & Zoning Coordinator, Matthew Hill, Administrator Clerk Treasurer, Stephanie Winegarner, Utility Billing Clerk

Members Absent: Chairperson Peebles

1. Call Regular Meeting to Order

Commissioner 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

Brittney Cotner added Item 6B-MARINA to the agenda.

MOTION BY COMMISSIONER WYNN AND SECONDED BY COMMISSIONER PATRICK TO APPROVE THE AGENDA AS AMENDED ADDING ITEM 6B-MARINA.

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

4. Open Forum

No one appeared for the open forum.

5. Approval of Minutes

A. June 20, 2022, Regular Meeting-Commissioner Patrick made a change to the wording of sidewalks to crosswalks.

MOTION BY COMMISSIONER LEWIS AND SECONDED BY COMMISSIONER PETERSON APPROVING THE MINUTES WITH A CHANGE TO WORDING. VOICE VOTE: THOSE VOTING AYE: COMMISSIONERS, PATRICK, LEWIS, CARRY, WYNN. THOSE VOTING NAY: NONE. MOTION CARRIED.

6. New Business

A. Index of Zoning Ordinances

Brittney Cotner stated that the list she provided was a lot to take in in such a short period of time. She suggested emailing her with topics the commission would like to discuss in further detail.

Commissioner Peterson addressed the issue of permit expiration. Brittney Cotner stated that a project must be inspected every 180 days by the building inspector, Scott Sadusky. How long are they valid for? What is the process? Brittney Cotner will do some research to get him the answers. With materials being delayed, six (6) months is not long enough to complete.

Commission would like a list of outstanding building permits. Commissioner Peterson asked about the 0/0/6 application time frames. That is the time frame which planning and zoning and the building inspector must respond to an application. CUP and variances, final plats, etc. we have sixty (60) days to respond.

Commissioner Wynn asked if we had a 154.052 R-3 Manufactured Home Residential District? Yes, Town's Edge Trailer Park on 3rd Ave NW. If a new trailer park was to be established in town, they would have to

adhere to all building codes and specifications. Commissioner Carry asked about 154.260-Regulations under the Nonshoreland Grading and Excavation section. He said someone in town just put sand down and it's blowing all over creating dust. Administrator Hill assured the commission that the building inspector had been made aware. Consensus from the commission was to look at the index of ordinances in more depth and email Brittney with any they want to discuss further.

- B. Marina—Brittney Cotner stated that someone approached her about putting a marina in near the intersections of 3rd Ave SW and 4th St SW. Commissioner Carry said that the area is on state land. MNDOT will not approve it so no need for the commission to discuss. Brittney said she did reach out to MNDOT, and they echoed what Commissioner Carry had said.
- C. Commissioner Peterson asked about bringing back the recycling bins. Much too costly and residents abused the privilege.

7. Public Hearing

No public hearing.

8. Old Business

- A. Ordinance Amendment 22-2 allowing for Drive Thru and Walk-Up Windows
Brittney stated she received emails about this topic and wanted to bring them to the commission's attention. It is her recommendation to allow a Conditional Use Permit (CUP) in the B-1 district. Allowing walk-ups windows in both districts but drive-thrus in only the B-2 district. Commissioner Patrick stated that the permit would stay with the building and not the owner of record per state statute. Discussion ensued with pros

and cons of both walk-ups and drive-thrus; traffic studies would have to be completed at the expense of the building owner and not the city. Commissioner Lewis asked how as a commission could they say no to a potential business owner? Commissioner Patrick argued that the residents in Crosby would like to keep the old-time feel of Crosby. Taking into consideration MNDOT ingress/egress issues on the Main St., pedestrian safety, and traffic flow, the commission decided to make a motion to be brought to the city council.

After the motion was made and seconded, Commissioner Wynn asked for clarification on districts.

MOTION BY COMMISSIONER CARRY AND SECONDED BY COMMISSIONER PETERSON TO AMEND ORDINANCE 22-2 TO ALLOW CONDITIONAL USE PERMITS FOR DRIVE THRUS IN B-2 AND PERMITTED FOR WALK UPS IN B-1 & B-2. A VOICE VOTE: THOSE VOTING AYE: COMMISSIONERS LEWIS, CARRY, WYNN & PETERSON. THOSE VOTING NAY: COMMISSIONER PATRICK. MOTION CARRIED.

9. Staff Report/Upcoming Applications

One permit coming for a landscaping business per Brittney Cotner that looks straightforward. She will bring it before the commission to the next meeting.

10. Commissioners' Questions/Comments

Commissioner Lewis asked about the tax forfeited properties in town; how many do we have in town? Administrator Hill stated he has a meeting with several people in Crow Wing County to discuss housing throughout Crow Wing County. Most homes on the tax forfeiture list are only twenty-five (25) foot lots. Code says homes need to be built on fifty (50) foot lots and be 5,000 square feet to build. Discussion on possible building of a home on the smaller lot to decrease the need for housing in Crosby. Administrator Hill mentioned the

property close to the Croft Mine, the undivided interest, and the Jerome Anderson property. He is thinking there would be ideal locations to build housing.

Commissioners talked about parking in town or lack thereof.

11. Adjournment

MOTION BY COMMISSIONER WYNN AND SECONDED BY COMMISSIONER PATRICK TO ADJOURN AT 7:08 P.M. A VOICE VOTE: THOSE VOTING ANY: COMMISSIONERS PATRICK, LEWIS, CARRY, WYNN AND PETERSON.

A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN AND MEMBER JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

Adam Carry, Commissioner

S Winegarner, Utility Billing Clerk