



Planning Commission Minutes

February 25, 2019

MEMBERS PRESENT: Chairperson Sean Hayford Oleary, Commissioners Allysen Hoberg, Susan Rosenberg, Peter Lavin, Bryan Pynn, James Rudolph and Kathryn Quam

STAFF PRESENT: Matt Brillhart, Associate Planner
Sadie Gannett, Assistant Planner

OTHERS PRESENT: Chad Dipman, Applicant, Twin Cities Habitat for Humanity

Chairperson Hayford Oleary called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES

M/Rudolph, S/Quam to approve the minutes of the December 10, 2018 meeting.

Motion carried: 7-0

OPEN FORUM

No members of the public spoke.

ITEM #1 APPROVAL OF AGENDA

M/Pynn, S/Rosenberg to approve the agenda.

Motion carried: 7-0

PUBLIC HEARING(S)

ITEM #2

19-VAR-01 – Consideration of a request for a variance from setback requirements at 7300 Portland Avenue.

Assistant Planner Sadie Gannett presented the staff report. In response to Commissioner Rudolph, Gannett clarified that the house to the south is one foot from the side lot line.

The applicant gave an overview of the project and expressed that the neighbor to the south was in favor of the variance. In response to Commissioner Levin, he stated that two additional neighbors came to the neighborhood meeting and were supportive.

Chair Hayford Oleary opened the public hearing.

No members of the public spoke.

M/Pynn, S/Rosenberg to close the public hearing.

Motion carried: 7-0

Commissioner Rudolph expressed concern that the 15 foot setback would not leave enough room to park a car if a sidewalk were installed in the future. Chair Hayford Oleary concurred.

Commissioner Pynn stated that it appeared there was enough space to accommodate both a 15 foot setback and a sidewalk and was inclined to support staff's recommendation. Chair Hayford Oleary responded that the standard 6-foot wide boulevard and sidewalk would take up the full right-of-way. Commissioner Pynn inquired about alternatives to staff recommendations. Chair Hayford Oleary stated that he doesn't think this property is responsible for the setback of another property and doesn't see that as a practical difficulty to comply with code.

February 25, 2019

Commissioner Lavin commented that he found the variance request reasonable in order to maintain space between the garage and the neighboring home.

Chair Hayford Oleary proposed a modified variance of 17 feet that would better accommodate the average length of a car. Commissioner Rudolph expressed support. Commissioner Quam asked staff's opinion on a 17 foot setback. Brillhart provided background on the review of the proposal, which took into account that a 15 foot setback is permitted on non-collector streets. He further stated that a 17 foot setback could be a feasible solution. The applicant stated that he was happy to take the Commission's lead on the proposal.

M/Lavin to approve the variance as recommended by staff
The motion was not seconded.

M/Rudolph, S/Hayford Oleary to approve the resolution granting a variance to allow a garage with a 17 foot corner side setback at 7300 Portland Ave.
Motion carried: 7-0

OTHER BUSINESS

ITEM #3

PC Letter #1 – Election of Chairperson, Vice-Chairperson, and Secretary

M/Rudolph to elect Commissioner Hoberg as 2019 Chairperson

M/Pynn to elect Commissioner Hayford Oleary as 2019 Chairperson.

(Vote conducted by ballot)

Rudolph motion carried: 4-3 to elect Commissioner Hoberg as Chairperson

M/Pynn, S/Rudolph to elect Commissioner Hayford Oleary as 2019 Vice-Chairperson.

M/Quam to elect Commissioner Pynn as 2019 Vice-Chairperson.

(Commissioner Pynn declined the nomination.)

Pynn motion carried: 7-0 to elect Commissioner Hayford Oleary as Vice-Chairperson

M/Quam, S/Hoberg to elect Commissioner Pynn as 2019 Secretary.

Motion carried: 7-0

ITEM #4

PC Letter #2 – Appointment of liaisons to the Community Services Advisory Commission, City Council, Housing and Redevelopment Authority (HRA), School Board and Transportation Commission.

2019 Liaison Appointments:

Community Services Advisory Commission – Commissioner Pynn

City Council – Commissioner Rosenberg

Housing and Redevelopment Authority – Commissioner Quam

School Board – Commissioner Rudolph

Transportation Commission – Commissioner Hayford Oleary

Chamber of Commerce – Commissioner Lavin

ITEM #5

PC Letter #3 – Review the Planning Commission Bylaws

Commissioner Quam addressed Part III, Section 1, Suspension of Rules and how the language relates to the following Section 2, Amendments. The Commissioner proposed an

February 25, 2019

amendment in which both sections would require a two-thirds majority of the Commission as opposed to just two-thirds majority of the members present.

M/Quam, S/Rudolph to amend *Part III, Section 1, Suspension of Rules* to meet the same criteria as *Section 2, Amendment*, requiring a two-thirds majority of the Commission members.

Commissioner Pynn asked for clarification if this would require the full body of the Commission to be present to enact the Suspension of Rules. Brillhart commented that under this proposed amendment, the Suspension of Rules could not be enacted if the minimum of four members required for quorum were present. Commissioner Hayford Oleary commented that it makes sense to allow a two-thirds majority of the members present for a temporary suspension of rule, while requiring a two-thirds majority of the Council Members to Amend the Bylaws.

In response to Commissioner Hayford Oleary, Brillhart stated that he would have to review equivalent bylaws and procedures for comparison. Commissioner Quam stated she was willing to suspend her motion to learn what the model is for City Council.

M/Quam, S/Rudolph to continue consideration of the bylaws to the March meeting.

Motion carried: 7-0

ITEM #6

PC Letter #4 – Consideration of a motion to reschedule the May Planning Commission meeting to May 29, 2019

M/Pynn, S/Hoberg to reschedule the May Planning Commission meeting to May 29, 2019.

Motion carried: 7-0

LIAISON REPORTS

Community Services Advisory Commission: No report

City Council: No report

HRA: Commissioner Rudolph – work session with the HRA and City Council regarding a proposal for affordable homes

Richfield School Board – No report

Transportation Commission: Commissioner Hayford Oleary – 494 planning continues with potential changes to access at Penn, Nicollet, and 12th. Also commented on the Portland bike project between Crosstown and 66th St.

CITY PLANNER'S REPORT

Brillhart informed commissioners of an upcoming training opportunity, *Your Role as Planning Commissioner*. He also informed the commissioners of a work session the following evening prior to the City Council meeting regarding MnDOT's 494 planning efforts.

ADJOURNMENT

M/Rudolph, S/Hoberg to adjourn the meeting.

The meeting was adjourned by unanimous consent at **7:58 p.m.**

Motion carried: 7-0



Planning Commission Secretary