



# Planning Commission Minutes

February 22, 2021

MEMBERS PRESENT: Chair Kathryn Quam, Commissioners Brendan Kennealy, Bryan Pynn, Susan Rosenberg, Peter Lavin, James Rudolph, and Brett Stursa

MEMBERS ABSENT: none

STAFF PRESENT: Melissa Poehlman, Asst. Director of Community Development  
Ryan Krzos, Planner  
Nellie Jerome, Assistant Planner

OTHERS PRESENT: John Sylvestre, Margaret McInerny for Item #1

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

## APPROVAL OF MINUTES

M/Rudolph, S/Lavin to approve the minutes of the January 25, 2021, meeting.

*Motion carried: 7-0*

## OPEN FORUM

No members of the public spoke, no comments received.

## APPROVAL OF AGENDA

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

*Motion carried: 7-0*

## PUBLIC HEARINGS

**ITEM #1 - Conduct a public hearing and consider changes to the City's Zoning Code that would allow for slightly larger garage structures if an Accessory Dwelling Unit is attached, in the single-family (R and R-1) residential districts.** Chair Quam explained the role of the Planning Commission in reviewing the proposed ordinance amendment.

Commissioner Lavin asked for clarification about the reasoning for proposing an ordinance amendment instead of requesting a variance for a proposed accessory dwelling unit (ADU). Assistant Community Development Director, Melissa Poehlman, explained that the proposed ADU was a reasonable construction but that the variance requirements would not be met in this case. Assistant Community Development Director Poehlman added that the Zoning Code should change as the norms of the community change. The applicants spoke about the ADU plan as an option for intergenerational living and aging in place.

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

*Motion carried: 7-0*

M/Lavin, S/Rudolph to recommend approval of an ordinance related to garage size in the single-family residential (R and R-1) districts.

Commissioner Stursa noted that it makes a lot of sense to amend the code as needed, and as illustrated by this case. Commissioner Rosenberg added that this amendment will be good for the community, for family members to live close. Commissioner Kennealy wondered about the neighbor behind the house, but the applicant and staff confirmed that trees would screen the structure and that setback and height would be within the allowable limits.

*Motion carried: 7-0*

## **OTHER BUSINESS**

### **ITEM #2 - Election of Planning Commission Chairperson, Vice-Chairperson and Secretary**

M/Lavin, S/Rosenberg to reelect Chair Quam as chairperson

*Motion carried: 7-0*

M/Rudolph, S/Pynn to elect Commissioner Lavin as vice-chairperson

M/Quam to elect Commissioner Rudolph as vice-chairperson. (No second).

*Rudolph's motion carried: 7-0*

M/Quam, S/Pynn to elect Commissioner Rudolph as secretary

*Motion carried: 7-0*

### **ITEM #3 - Appointment of liaisons to the City Council, Community Services Advisory Commission, Housing and Redevelopment Authority, School Board and Transportation Committee.**

City Council: Commissioner Rosenberg

Community Services Advisory Commission: Commissioner Rudolph

Housing and Redevelopment Authority (HRA): Commissioner Stursa

Richfield School Board: Commissioner Lavin

Transportation Commission: Commissioner Kennealy

Chamber of Commerce: vacant

Sustainability Commission: Commissioner Pynn

### **ITEM #4 - Review of Planning Commission Bylaws.**

Assistant Community Development Director Poehlman explained that bylaws were reviewed a few years ago but all bylaws are pretty standard. No changes were proposed.

## **LIAISON REPORTS**

Community Services Advisory Commission: A COVID update was presented and procedural tasks, like appointing new chairs, were completed.

City Council: Procedural tasks, nothing else to report.

Housing and Redevelopment Authority (HRA): Pat Elliot has resigned, opening up a seat on the HRA. Applications close Feb. 24.

Richfield School Board: The CDC has recommendations for getting students back to school, which the School Board is looking at.

Transportation Commission: (vacant)

Chamber of Commerce: The Chamber hosted a "lunch and learn" with Police Chief Henthorn last week. The ribbon cutting for Foss Swim School will be held on March 3.

Commissioner Rosenberg added that the Charter Commission was looking for new members, and they meet on an as-needed basis for issues that might impact the City Charter.

## **CITY PLANNER'S REPORT**

Assistant Community Development Director Poehlman highlighted two upcoming work sessions with the City Council to talk about proposed changes to the Subdivision and Platting ordinances, and to talk about the Just Deeds project which helps disavow racial covenants on residential parcels.

Assistant Community Development Director Poehlman noted that the Congress for New Urbanism is hosting a virtual kick-off event for a study of the area around the Portland and

Interstate 494 interchange that would focus on ways to revitalize, improve mobility, and encourage investment in that area. There is an online platform to gain community insight and feedback related to Vets Park, as part of the Portland and 66<sup>th</sup> Street sub-area study for which there is currently a development moratorium. There will be three opportunities for commissioners to participate in equity and inclusion training with Bill Green, the new Equity and Inclusion Administrator for the City.

## **ADJOURNMENT**

The next regular meeting will be Monday, March 22, 2021, at 7pm on the Webex online meeting platform.

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

*Motion carried: 5-0 (some commissioners were not present for the vote)*

The meeting was adjourned by unanimous consent at **8:06 p.m.**

  
James rudolph (May 27, 2021 16:51 CDT)

Planning Commission Secretary



# 02222021 PC Minutes

Final Audit Report

2021-05-27

Created:	2021-05-27
By:	Nellie Jerome (njerome@richfieldmn.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEgYIJ8drOTJiKcj3ULfFmWaUD-jBz9k0

## "02222021 PC Minutes" History

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2021-05-27 - 4:35:38 PM GMT- IP address: 156.142.4.153
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2021-05-27 - 4:35:53 PM GMT
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2021-05-27 - 6:53:15 PM GMT- IP address: 75.168.126.144
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