

**EAST GRAND FORKS
REGULAR
PLANNING COMMISSION MINUTES
Thursday, October 10, 2019 – 12:00 Noon
East Grand Forks City Council Chambers**

CALL TO ORDER

President Powers, called the October 10, 2019, meeting of the East Grand Forks Planning Commission to order at 12:01 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: President Mike Powers, Commissioners Gary Christianson, Kevin Marcott and Chad Erickson

Absent: Charles Gordon, Randy Boushey and Tim Johnson

Staff present: Nancy Ellis, East Grand Forks City Planner; Brenda Ault, Executive Assistant and Economic Development Director; Paul Gorte.

Also Present: Dave Robertson, Dan Partlou, Jay & Linda Croy.

DETERMINATION OF A QUORUM

A quorum was present.

COMMUNICATION

CP Ellis informed the Commissioner's that Commissioner Gordon has health issues and she will have Mayor Gander replace him at the December or January meeting.

APPROVAL OF THE MINUTES OF THE January 10, 2019 ORGANIZATIONAL MEETING and the January 10, 2019 REGULAR MEETING

A Motion was made by Commissioner Marcott, Seconded by Commissioner Erickson to approve the minutes from the January 10, 2019 Organizational Meeting and the January 10, 2019 Regular Meeting. M/S/P- Marcott, Erickson; 4-0, mc.

OLD BUSINESS

None

NEW BUSINESS

Public Hearing. Matter of Preliminary and Final Approval of the Van Eps CRC Resubdivision Plan

CP Ellis informed the Commissioner's that Mr. Van Eps currently owns Lots A and C (replat of Lot 3) of Regency 2nd Addition. On Lot C, he has a single family home. On Lot A, there is a church, parking lot and play area. The church is no longer in use and Mr. Van Eps would like to split the church property into two lots. He would sell the north lot where the church is located to be used as a single family home. The south portion that is split can be sold to

build a single family home. During the split of Lot A, he would like to add a portion of the east church property to his Lot C for more land area and storage/building space.

The existing easement running north/south between Lots A and C, now Lots D, E and F will remain, as well as, the east/west easement on the south end of Mr. Van Eps property on Lot C (now the proposed Lot D). A new 5' easement will be necessary for the utility line that runs from the existing 10' easement between lots D and E into the church. I will point out the new easement on the plat at the hearing.

Therefore, Lot A will be split into two lots, Lot E and F. Lot E will have the church located on it and Lot F is empty and will be available for single family home development. New Lot D will have additional square footage added to it from the church lot, with an easement running north/south within the property. Mr. Van Eps is aware that he cannot build on the easement at any time. All lots meet the R-1 zoning requirements for lot size and building setbacks.

A Motion was made by Commissioner Christianson, Seconded by Commissioner Marcott to move into a Public Hearing. M/S/P- Christianson, Marcott; 4-0, mc.

President Powers asked the citizens present if they had any questions or concerns.

Mr. Parlou stated he lived across the street from the Van Eps and he asked what they had planned for the property. CP Ellis stated that the lot the church was on was zoned R-1 Single Family. It was her understanding that the church was going to be remodeled into a home; this was going to be rezoned into 3 single family lots and the church would no longer have enough parking to be used as a church.

Mrs. Croy stated her concern has nothing to do with the property, she stated that she and her husband were present to state their concern with the daycare that was housed in the church having to close. She also stated that so many families have trouble finding daycare for their infants. She inquired whether there was any funds available for daycare providers.

CP Ellis responded that this meeting is for moving the lot lines on the property only, she would pass the inquiry for daycare funding. She also stated that this property and church building would also qualify for a home daycare; the zoning would not be changing, just the lot lines.

A Motion was made by Commissioner Christianson, Seconded by Commissioner Erickson to close the Public Hearing. M/S/P- Christianson, Erickson; 4-0, mc.

CP Ellis recommends approving the final plat of Van Eps CRC Resubdivision with the following conditions:

- 1) Submit a digital file to the planning office.
- 2) Pay fee to Polk County for recording

A Motion was made by Commissioner Christianson, Seconded by Commissioner Marcott to approve the request and send it to the Council for Final Approval. M/S/P- Christianson, Marcott; 4-0, mc.

Public Hearing. Matter of Approval to Amend the Coulee View PUD plan and rename the Emerson Estates PUD plan

CP Ellis stated that Planned Unit Development (PUD) Zoning District allows for variations in development and requirements. Often times, certain subdivisions are zoned PUD to allow for different types of housing (single family, townhomes, 3-plexes) within the one subdivision/plat. PUDs also allow for changes to setbacks, lot sizes, requirements for plantings, fences, sheds, etc.... The Coulee View Addition was rezoned from R-1 single family to PUD in 2011. This allowed for those changes in setbacks and lot sizes; however, it kept the PUD requirements for single family homes.

At this point in time, a developer has proposed to build two twinhomes and a 3-plex twinhome/townhome on these lots instead of single family homes. A PUD amendment is required to allow for the twinhomes/3-plex development, as well as, zero lot line setbacks between the buildings. The PUD plan will have similar zoning requirements to an R-2 Two Family Residential with the change in the zero lot line setbacks.

The twinhomes will have walk-out basements, large square footage, and designs that look similar to new houses in the area. They will be built to sell, not rent; and the twinhomes will fit the look and feel of the neighborhood. Staff recommends approval of PUD amendment.

A Motion was made by Commissioner Marcott, Seconded by Commissioner Christianson to move into a Public Hearing. M/S/P- Marcott, Christianson; 4-0, mc.

CP Ellis stated that these townhomes would be on the west side of 17th and they would have walk-out basements. It will need formal approval from the Council, Mr. Robertson has already put money down on the lots; he will be the purchaser and applicant on the plat.

CP Ellis also informed the Commissioner's that she had received one complaint from someone who said the City of East Grand Forks, maybe Jim Richter, had stated that area was to be made into a park. She can find nothing that corroborates that claim.

A Motion was made by Commissioner Erickson, Seconded by Commissioner Marcott to close the Public Hearing. M/S/P- Erickson, Marcott; 4-0, mc.

CP Ellis recommends approving the PUD Amendment for Coulee View PUD Plan and rename it to Emerson Estates PUD Plan with the following conditions:

- 1) Submit a digital file to the planning office.

- 2) Pay fee to Polk County for recording

A Motion was made by Commissioner Erickson, Seconded by Commissioner Christianson to approve the request and send it to the Council for Final Approval. M/S/P- Erickson, Christianson; 4-0, mc.

Public Hearing. Matter of Final Approval of the Emerson Estates Third Addition

This is a preliminary and possibly final plat application for Emerson Estate Third Addition. The north lots of the City owned Coulee View Addition will be replatted for two twinhomes (Lots 1-2 and 3-4) and one triplex townhome development (Lots 5-6-7); with the design of the twinhomes/townhomes to look like those in the Emerson Estates 2nd addition but with walk out basements. The property was originally zoned R-1 Single Family Residential and then rezoned to PUD in 2011. The previous public hearing approved an amendment to the PUD to allow for two and three family dwellings or R-2 type zoning requirements.

All easements from the original plat will be maintained and no new easements will need to be taken. The lot widths will be reduced but it will be able to maintain the front and side yard setbacks, with the exception of the zero lot line setbacks between the buildings. As well, the property is within the floodway and the walk out basements must be built 2 feet above the floodway elevation per floodplain regulations. These elevations are shown on the PUD plan.

A Motion was made by Commissioner Erickson, Seconded by Commissioner Marcott to move into a Public Hearing. M/S/P- Erickson, Marcott; 4-0, mc.

A Motion was made by Commissioner Erickson, Seconded by Commissioner Marcott to close the Public Hearing. M/S/P- Erickson, Marcott; 4-0, mc.

CP Ellis recommends approving the Emerson Estates 3rd Addition with the following recommendations:

- 1) Submit a digital file to planning office.

A Motion was made by Commissioner Erickson, Seconded by Commissioner Marcott to approve the request and send it to the Council for Final Approval. M/S/P- Erickson, Marcott; 4-0, mc.

EAST GRAND FORKS
PLANNING COMMISSION MEETING
THURSDAY, October 10, 2019

OTHER BUSINESS

CP Ellis stated that the Commissioner's would be meeting in the near future to amend small cell towers and adopt an ROW ordinance; as far as setting the parameters of what we want the ordinance to state.

ADJOURNMENT

A Motion was made by Commissioner Erickson, Seconded by Commissioner Marcott, to adjourn the meeting at 12:49 pm.

Respectfully submitted by,

Brenda Ault
Executive Assistant