

CITY OF GRANT
MINUTES

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DATE : November 6, 2014
TIME STARTED : 7:05 p.m.
TIME ENDED : 8:13 p.m.
MEMBERS PRESENT : Councilmember Bohnen, Tronrud,
Huber, Lobin and Mayor Carr
MEMBERS ABSENT : None

Staff members present: City Attorney, Nick Vivian; City Engineer, Phil Olson; City Planner, Jennifer Haskamp; City Treasurer, Sharon Schwarze; and Administrator/Clerk, Kim Points

CALL TO ORDER

Mayor Carr called the meeting to order at 7:05 p.m.

PUBLIC INPUT

- 1. Jerry Helander, 6261 Jasmine – Availability of Charter Commission Minutes at the City office.
- 2. Bob Tufty, Jasmine – Costs and location of Special Road Projects.
- 3. Bob Englehart, Joliet – Ballot recount requirements.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Council Member Huber moved to approve the agenda, as presented. Council Member Bohnen seconded the motion. Motion carried unanimously.

CONSENT AGENDA

October 7, 2014 City Council Meeting Minutes	Approved
Bill List, \$38, 443/29	Approved
Brochman Blacktopping, Road Maintenance, \$25,073.00	Approved
Kline Bros. Excavating, Road Maintenance, \$14,946.25	Approved
Code Red Contract, \$321.94	Approved

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2 City of Grant Rules of Procedure

Approved

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4 **Council Member Bohnen moved to approve the Consent Agenda, as presented. Council**
5 **Member Huber seconded the motion. Motion carried unanimously.**

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7 **STAFF AGENDA ITEMS**

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9 **City Engineer, Phil Olson (No action items)**

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11 **City Planner, Jennifer Haskamp**

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13 **Land Use Definition Process** – City Planner Haskamp advised at the regular City Council meeting in
14 October the City Council adopted a moratorium on land uses contained within the City’s table of uses
15 that currently are not defined. Based upon the review, staff identified 22 land uses without definitions
16 that were most critical to review because they either 1) were uses that have been discussed/addressed
17 by applicants over the past year; or 2) were permitted with a conditional use permit in at least one
18 zoning district; or 3) have caused confusion by residents and/or staff over the past several years due to
19 lacking information.

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21 In terms of a process, the Council decided to tackle the list of land uses in smaller groups, addressing
22 4 or 5 land uses at a time. As such, the following land uses were identified as a priority to begin
23 working on immediately:

- 24
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 - *(Business Seasonal) – to be addressed in next round*
 - Golf Courses and country clubs
 - Home Occupations (Meeting Criteria/Not Meeting Criteria)
 - Recreation areas – commercial
 - Recreation areas – private
 - Commercial Recreation

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31 The following draft definitions and information is provided for your review and consideration:

32 **Golf Courses and Country Clubs**

33 There are several golf courses in the City that are currently operating with clubhouses and other
34 ancillary uses. As such, it is important to retain it as a defined land use. Oftentimes a golf course
35 includes a club or membership associated with the operations, and also offers a clubhouse for social
36 gathering, events, banquets, etc. Therefore staff would recommend simply defining a Golf Course to
37 include the supplemental uses, and to remove the Country Club from the definition. This will
38 simplify the definition of a Golf Course, and other recreational uses not associated with a golf course
39 would likely be addressed under other similar land uses (yet to be defined) such as “Clubs and
40 Lodges” and “Commercial Recreation” that may ultimately be more similar to the intent or vision for

1 what activities a Country Club may include. Therefore staff provides the following draft definition
 2 for your review and consideration:

3 **Golf Course and Country Club:** An area of land laid out for a minimum of 9 holes to play golf each
 4 including a tee, fairway, and putting green to include natural and artificial hazards. The Golf Course
 5 operations and grounds may include a clubhouse, driving range, maintenance buildings and other uses
 6 which support the principal operations of the golf course.

7 Table 32-245 would be revised as follows:

USE	ZONING DISTRICT				
	Conservancy	Agricultural A1	Agricultural A2	Residential R1	General Business (GB)
Golf courses and country clubs	N	C	C	C	N

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9 **Home Occupations (Meeting Criterial/Not Meeting Criteria)**

10 The City’s ordinances currently define a Home Occupation as the following:

11 *Home occupation* means any gainful occupation or profession engaged in by an occupant only of a
 12 dwelling unit which is a use that is clearly incidental to the use of the dwelling unit for residential
 13 purposes, when conducted on the premises.

14 The table of uses then identifies the following (Strike outs as proposed by staff, and described below):

USE	ZONING DISTRICT				
	Conservancy	Agricultural A1	Agricultural A2	Residential R1	General Business (GB)
Home occupations (meeting criteria)	CCP	CCP	CCP	CCP	N
Home occupations (not meeting criteria)	N	C	C	C	N

15 The issue is that the definition does not include criteria, and therefore it is not clear how to process an
 16 application. Therefore staff would recommend revising the definition to include criteria to clarify
 17 what home occupations are permitted with a certificate of compliance versus which home occupations
 18 require a conditional use permit. Further, staff would recommend amending the table to Permit Home
 19 Occupations if the criteria is met, rather than requiring a certificate of compliance. The following
 20 draft definition, including criteria, is provided for your review and consideration:

21 ***Home occupation*** means any gainful occupation or profession engaged in by an occupant only of a
 22 dwelling unit which is a use that is clearly incidental to the use of the dwelling unit for residential
 23 purposes, when conducted on the premises. The following criteria must be met, or the proposed use
 24 must be established as a conditional use in the zoning district proposed and proper permit obtained:

- 25 a) No persons other than members of the Family who reside on the premises shall be engaged in
 26 such occupation;

- 1 b) The use of the Dwelling Unit for the Home Occupation shall be clearly incidental and
2 subordinate to its use for residential purposes by its occupants, and not more than twenty
3 percent (20%) of floor area of the Dwelling Unit shall be used in the conduct of the Home
4 Occupation, and not more than 300 square feet of any garage or Accessory Building shall be
5 used in the conduct of the Home Occupation;
- 6 c) There shall be no change in the outside appearance of the Building or Premises, or other
7 visible evidence of the conduct of such Home Occupation other than any signage as permitted
8 by the City's ordinances.
- 9 d) No traffic shall be generated by such Home Occupation in greater volume than would
10 normally be expected to a residence in a residential neighborhood, and the driveway shall be
11 designed accordingly.
- 12 e) Parking areas may not exceed four (4) stalls and shall not be located in any required yard
13 setback area and must be screened from any adjacent residential use.
- 14 f) No equipment, activity, or process shall be used in such Home Occupation which creates,
15 noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses
16 off the Lot.
- 17 g) No outside storage is permitted.

18

19 **Recreation areas – commercial, Recreation areas – private, Commercial Recreation**

20 The City's ordinances currently do not address or define recreational uses and areas in the
21 community. However, they are included on the table of uses. Staff has researched other communities
22 of similar size and land uses, and researched the American Planning Association's (APA) definitions
23 to assist in drafting a definition. The following definitions, based on the research and the APA
24 dictionary are provided for your consideration:

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26 ***Recreation, commercial*** means any establishment whose main purpose is to provide the general
27 public with an amusing or entertaining activity and where tickets are sold or fees are collected for the
28 activity. Such activities may be located primarily outdoors or within a facility. Examples include, but
29 are not limited to skating rinks, racquet clubs, miniature golf, driving ranges, skiing, etc., but does not
30 include golf courses.

31

32 Several communities also provide further distinction between indoor and outdoor recreational
33 commercial facilities. However, unless there is some distinction from an intensity or scale
34 perspective, staff would suggest limiting it to one definition for *commercial recreation* and one
35 definition for *private recreation*. The following draft definition for private recreational uses is
36 provided for your consideration:

37 ***Recreation, private*** means an accessory structure and/or use that are customary and incidental to the
38 principal residential use of a site, including swing sets, play structures, sand boxes, tennis courts,

1 sport courts, swimming pools and the like, intended for the enjoyment and convenience of the
 2 residents of the principal use and their occasional guests.

3 Based on the integration of these two uses, the following modifications to the use table would be
 4 necessary:

USE	ZONING DISTRICT				
	Conservancy	Agricultural A1	Agricultural A2	Residential R1	General Business (GB)
Commercial recreation Recreation, Commercial	EN	C	EN	EN	C
Recreation areas—commercial	N	E	N	N	E
Recreation areas—private Recreation, Private	P	P	P	P	N

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6 City Planner Haskamp noted the staff report and analysis is for discussion purposes and a starting
 7 point for the City Council.

8

9 It was the consensus of the Council that the Country Club use would be dropped from the land use
 10 chart after determination of where that term is used within the City’s Code of Ordinances. The
 11 Council directed the City Planner to look at percentages and parking in relation to criteria for home
 12 occupations. Performance standards will be included in Recreational Areas and a definition will be in
 13 place for both indoor and outdoor areas.

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15 This item will be on the December City Council meeting agenda for further discussion.

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17 **City Attorney, Nick Vivian (No action items)**

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19 **NEW BUSINESS**

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21 There was no new business.

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23 **UNFINISHED BUSINESS**

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25 There was no unfinished business.

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27 **DISCUSSION ITEMS**

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29 **City Council Reports:**

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31 Council Member Huber requested the 2014 Special Road Projects be discussed at the December
 32 Council meeting as well as a recommendation from the Road Commissioner regarding 2014 Special
 33 Road projects.

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35 Mayor Carr stated he is meeting again with May Township regarding a Fire Department.

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Staff Updates: There were no updates from staff.

COMMUNITY CALENDAR NOVEMBER 7 THROUGH NOVEMBER 30, 2014:

Canvas of Election Meeting, Friday, November 7th, City Office, 10:00 a.m.

Mahtomedi Public Schools Board Meeting, Thursday, November 13th, 2014, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, November 13th, 2014, Stillwater City Hall, 7:00 p.m.

Charter Commission Meeting, Thursday, November 20th, 2014, Mahtomedi City Hall, 7:00 p.m.

Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.

City Office Closed, Thursday, November 27th and Friday, November 28th.

ADJOURN

There being no further business, Council Member Tronrud moved adjourn at 7:44 p.m. Council Member Lobin seconded the motion. Motion carried unanimously.

These minutes were considered and approved at the regular Council Meeting December 2, 2014.

Kim Points, Administrator/Clerk

Tom Carr, Mayor