

CITY OF BAYPORT
CITY COUNCIL/PLANNING COMMISSION WORKSHOP MEETING
BAYPORT AMERICAN LEGION HALL
MARCH 13, 2003
7:00 P.M.

CALL TO ORDER

Pursuant to due call and notice thereof, Mike Darrow called the City Council/Planning Commission Workshop meeting of March 13, 2003, to order at 7:10 p.m.

ROLL CALL

Members present: Mayor Rick Schneider, Councilmembers Jon Nowaczek, Sharon Ridgway, Bob Kamps and Dan Johnson; Planning Commission Members Jennifer Schneider, Rene' Stone and Connie Paulson.

Members absent: Planning Commission Member Paul Vogel

Others present: Acting Administrator Wendi Lindquist, Planning Consultants Mike Darrow and Alan Brixius

Mike Darrow opened the meeting explaining what would be discussed and introduced Alan Brixius to give the presentation.

Alan Brixius stated that there is a large undeveloped area west of town that the City wanted to find land uses for – that process will begin on Monday night. Alan Brixius further stated tonight he would discuss why the City wants to do a comprehensive plan and how to implement it.

The Land Planning Act allows a city discretion and ability to do its own land use planning, transportation planning and utility planning. This is important because it gives the authority to community to define what its going to look like in the coming years. The authority goes to the municipality because the municipality is ultimately responsible for delivery of services, maintenance of streets, provision of police and fire protection, etc.

Within the metropolitan area the comprehensive plan is the superior document – policy statements and land use designations within those areas are what drive the community and land use planning. The zoning is required to match up with comprehensive plan. After the comprehensive plan is adopted, the municipality is required to update zoning regulations to reflect the land use recommendations and decisions within an 11-month period.

A comprehensive plan is your vision of the future for the community – what the land use patterns are to be, how the streets are laid, the type of development

reflective of the community. Plans should be looked at usually every 10 years to update per the needs of the community.

The comprehensive plan includes land use composition – land use patterns, residential areas look like, commercial and industrial locations, public facilities, etc. Transportation is integral to land use planning – every land use will generate traffic, how will it work, is it going to intrude on another neighborhood, how to route it through the community, how to take advantage of traffic patterns.

The Metropolitan Council looks at everything from a regional context and how they integrate each community within a larger pattern. Communities are no longer islands themselves.

For each community, the process is as important as the finished product because the City has to believe the plan works for the community, feel comfortable it can be implemented and what it says is what the City wants to do because it will guide whether the City says yes or no to any project. The first step is visioning and planning tactics. The visioning session involves a lot of community involvement. Further discussion of examples of community involvement.

Explanation of the steps in the process. The final step is implementation which comes through development regulations, which include zoning, subdivision, architectural standards, wetland protection, environment controls.

Commercial and industrial are location sensitive land uses – want good access, good visibility, want to be in a close proximity to who you're serving. They have specific user needs – evaluate location elements associated with those land uses.

Discussion regarding street appearance, bluffland protection, Wetland Preservation Act, slope protection and open space.

Zoning and zoning amendments are tools to use for implementation of land use policies. In addition to zoning requirements, there will also be the subdivision regulations. Zoning will help define which uses are going in specific locations and performance standards under which they will be developed.

A conditional use is a use that is determined to be appropriate for that zoning district if it meets the conditions – conditions generally outlined within the ordinance.

General provisions are performance standards that apply to all districts across the boards – may include parking requirements, loading requirements, landscaping, lighting, non-conforming uses, accessory buildings, screening and other elements.

Alan Brixius stated that that concludes his presentation, there are a number of boards and maps to look at and they will answer any questions people may have.

Question from someone in the audience regarding the existence of a comprehensive plan. Alan Brixius stated there is a copy at the Library and at City Hall; suggested going to the library to research it because it is a lengthy document.

Mayor Schneider stated that the City wants to know what the community wants or could live with – and asked about a community survey.

Alan Brixius stated he would prefer the City perform a phone survey of a portion of the residents. The mailing process doesn't get as much feedback. Alan Brixius stated his preference would be to have an open house/workshop. Brixius explained how an open house/workshop worked in another city.

Questions and comments regarding telephone surveys versus mail surveys.

Alan Brixius stated that in preparing a survey – you want to know what kind of questions to ask, set them up so people don't have to read and are multiple choice and are easier to answer. Limit the questions so people are encouraged to respond and get it back.

Further question and answer period.

Alan Brixius and Mike Darrow explained the maps and photos that were on display.

OTHER BUSINESS

A complete recording of the City Council/Planning Commission Workshop meeting is available for further review or questions.

ADJOURN

Meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Wendi Lindquist
Acting Administrator