

**APPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
MARCH 23, 2021
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for March 23, 2021 to order at 7:00 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Planning Commission were present: Mark Lobermeier, Kevin Teel, Bryan Murdock, and Katie West

ABSENT: Commissioner Roger Carr

Also Present: Fred Weck Zoning Administrator, Council Liaison Brett Ohnstad, and Mayor Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for March 9, 2021

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER TEEL, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR MARCH 9, 2021 AS SUBMITTED.

Roll Call Vote:

Voting Aye: Murdock, West, Teel, and Lobermeier

Voting Nay: None

Abstain: None

Absent: Carr

SCHEDULED PUBLIC HEARINGS: NONE

NEW BUSINESS: NONE

OLD BUSINESS:

2. Comprehensive Plan Update – Review Draft Chapters 6, 7, and 8

Chair Lobermeier stated that after a discussion with Zoning Administrator Weck and City Administrator Linwood, they decided to forego reviewing the first 16 pages that the Planning Commission tackled at the last meeting. He stated that they think the time would be better spent continuing the review process and suggested starting where the Commission left off at the end of the last meeting. He noted that the discussion had left off at the Vision Statement, but he suspects that coming to some sort of agreement on that may take some time so he would suggest that the

commission discuss Chapter 5, but hold off on discussing the actual Vision Statement for now. He stated that he thinks the Commission may have a better 'flavor' of the Vision Statement after they have gone through the entire Comprehensive Plan.

Commissioner West suggested changing the wording in the first paragraph from 'Wyoming' to 'we' or 'our'. She stated that she would also suggest in the 3rd paragraph that the wording be changed because she does not like the phrasing "anticipated build out configuration".

The Commission discussed possible wording changes.

Chair Lobermeier suggested that it be changed to "attains its anticipated growth" and leave out the word 'configuration'. He noted that there should also be bullet point by 'policies'.

Commissioner Teel stated that he understands the point of what is trying to be said in #5, but would like to know what is considered a "major" business in Wyoming. He noted that he did not want to isolate all the other contributors in town because it used to term 'major'.

Chair Lobermeier noted that he believes he borrowed that from another plan and feels that the word 'major' could be left out.

Commissioner Murdock described the new wording as, "....utilize the school and businesses as focus points for community and neighborhood interaction."

Chair Lobermeier stated that he would like to see a graphic in this situation to represent more of the Vision Statement and the 8 plan objectives. He stated that the objectives themselves start each of the next chapters, but rather than showing all of the text, he was thinking of just shortening it down 3 to 4 words within the graphic. He asked if they would rather see a format that shows just a list of the objectives. He stated that with his suggestion, there could be an introductory line of text that says something like, 'The following graphic illustrates the vision and objectives for the Comprehensive Plan.'

Commissioner Murdock asked if goals were stated somewhere within the document already.

Chair Lobermeier stated that in many plans, between goals, policies, and objectives there seem to be a lot of definitions about what those are. He stated that usually the vision is the highest level and objectives would be next, however he often thinks of objectives and goals as being somewhat similar. He stated that in this case he feels objectives express the kind of action that is necessary. He explained that the way the objectives are written with the 3 to 4 words are more action oriented, but does not think there are specific goals in this section. He noted that the objectives were worked through and 'word-smithed' by the previous Commission.

Zoning Administrator Weck stated that he likes the idea of using a graphic in this section with an introductory sentence. He stated that he thinks it would catch your eye, but would suggest adding some additional text below it so it isn't such a blank page.

Chair Lobermeier asked about the previous page at the end of the 3rd paragraph where it begins with "In general...". He asked what would happen if they took out everything starting with "In general" as well as deleted the three bullet points.

Commissioner Murdock read aloud the recommended changes: "Objectives developed for this plan will guide the community as it grows, matures, transitions, and ultimately attains our anticipated growth. The Comprehensive Plan objectives were formulated from input received from the public, City staff, elected, and appointed officials as well as other individuals."

Chair Lobermeier reiterated that there should be an introductory sentence to introduce the graphic. He suggested, "The following figure illustrates the planned vision and objectives." He suggested moving on to Chapter 6, Plan Overview

Commissioner Murdock stated that he thinks perhaps there should be a statement that explains why it is important for the City to utilize land efficiently.

Chair Lobermeier stated that the Plan Overview is introducing all 8 of the objectives with some

description. He stated that this section is the short version of the objective for land use but thinks the point made by Commissioner Murdock could apply to each of the objectives.

Commissioner Teel stated that he thought some of the paragraphs said the same thing, but just in a different way. He stated that, to him, it talks about the same stuff and thinks that it has a lot of words that probably don't need to be there and would suggest minimizing them. He read aloud some examples that may not be needed.

Chair Lobermeier stated that some of the wording is there in order to help people who may be reading it for the first time, but agrees that streamlining would be great. He noted that he thinks a lot of the text simply came out of the last Comprehensive Plan. He stated that the paragraph referenced by Commissioner Teel could probably be completely removed.

Commissioner Murdock stated that using the land efficiently is actually one of the most important things for the City considering the limitations of developable land that have utility services. He stated that he thinks the first paragraph is fine the way it is written but is missing the piece that explains the City's current situation. He gave possible wording examples and reiterated that he thinks it is important to spell out why it is so important.

Chair Lobermeier suggested taking the next paragraph out and inserting a sentence or two to describe what Commissioner Murdock is suggesting.

Commissioner West stated that she would support that idea and noted that she does not think of Wyoming of ever being "urban".

Chair Lobermeier stated that the City is 'urbanizing'.

Commissioner Murdock noted that 'urbanizing' goes against some of the things the community says is really important, which is why he feels it is important to spell out why it needs to be done. He stated that he found a webpage that explains the benefits of higher density and thinks it would be great to tie this information into the City's.

Chair Lobermeier stated that now that the Commission knows the topic of this paragraph he asked if the discussion could move on and the details be nailed down later.

Commissioner West agreed that it could be left for later.

Chair Lobermeier stated that he thinks it will be able to be added into the next draft. He pointed out one spot at the end of the next few paragraphs where the word 'plan' should be changed to 'planning'.

Commissioner Teel stated that the last 2 paragraphs in this section repeats itself, but in slightly different context. He suggested that they be combined and read aloud the areas that he felt were similar. He asked if it needed to be in this section as well as the land use section. He noted that he had liked the page that Commissioner Murdock had brought up that just showed a few bullet points rather than just repeating the full information again.

Commissioner Murdock stated that he agrees that it could be a few important bullet points as a lead-in and perhaps just a few more sentences in the paragraph.

Chair Lobermeier suggested that because the other 2 paragraphs are already in the land use section, that they be taken out.

Commissioner Murdock stated that he agrees that those 2 paragraphs could be removed, but would still like to add the 'why' information he had mentioned earlier.

Chair Lobermeier moved the discussion onto the Road System objective.

There were no changes made to this section.

Chair Lobermeier moved the discussion onto the Utilities objective.

Commissioner Murdock stated that he would like to make sure that this catches that using the

land more efficiently in some higher density ways may help fund and preserve what the City has on the municipal utilities. He stated that the Commission can think about how to fold that comment in at a later time.

Chair Lobermeier stated that this section should also say that it extends for both water and waste water. He moved the discussion onto Parks and Open Space. He noted in the 4th line where it begins 'The City of Wyoming...' that should be the start of a new paragraph.

Commissioner Murdock stated that he would like to include a statement about the City having a bit more focus or foresight regarding connectivity with some of the higher density developments that are going in, such as Summer Fields. He explained that by 'connectivity' he means a way to get around such as sidewalks or trails.

Commissioner Teel stated that he would agree and gave the example of the Heims development that is 55+ which has paths where they can walk and expects that there will also be older people moving into the detached townhomes on Kettle River and having that kind of connectivity will be important.

Commissioner Murdock noted that he will leave this as a comment in his draft so the Commission can address it further in the process.

Chair Lobermeier moved the discussion onto the Housing section and noted that it does not have an introductory sentence after the objective statement similar to the other sections.

Commissioner Murdock made a notation to consider adding a sentence in order to be consistent with the other sections.

Commissioner West asked if there should be a paragraph or heading where it states 'protect significant woodlands'.

Chair Lobermeier stated that he does not think it should be a separate heading.

Commissioner Murdock made some revisions to the wording in the first sentence, "Protect the natural environment. Protect and enhance the quality of our lakes, rivers, woodlands, and wetlands." He stated that then he feels the phrase mentioned by Commissioner West 'protect significant woodlands' could just be deleted.

Chair Lobermeier moved the discussion onto Economic Development. He noted that this section is different because there are two different objectives because they were drafted before they were linked to a specific chapter. He stated that apparently the strength in the City Center has received mixed reviews and not everyone is completely on board with that notion and this is a hold-over from the last draft of the Comprehensive Plan. He questioned whether it is a good fit as a subset of 'pursue a thriving local economy' and then covered in detail within the economic development chapter.

Commissioner Murdock asked about it being called 'City Center' and asked how it is different than 'strengthen the downtown core'.

Chair Lobermeier stated that he thinks they are the same and is just language held over from previous versions.

Commissioner Murdock noted that the term 'City Center' makes him think of just one building.

Chair Lobermeier noted that the Commission had heard from the EDA who shared about this concept when they attended one of Planning Commission meetings. He stated that he has also heard that there is not full support and are raising questions about whether they are really moving forward with a downtown. He stated that perhaps this could be moved into the discussion section of the chapter and not have it listed as its own objective because leaving it as an objective gives it a higher level of importance.

Mayor Iverson suggested leaving it off to the side for now because the EDA is also starting to look at the Comprehensive Plan and will discuss some of the things Chair Lobermeier is talking about.

She stated that some of the EDA members see having a City Center as an actual stand-alone facility and others seeing it as simply the center of the City.

Chair Lobermeier noted that the last section on Implementation does not have an objective because, by its very nature, it is the action of implementing the Plan. He stated that he envisions simply having a paragraph here that describes what implementation is.

Commissioner Murdock asked if they wanted to retain the time frame of 10 years and 20 years or change it to something like 5 years which may be better for revisiting. He stated that he is not sure the time frame of the implementation plan matches up.

Chair Lobermeier stated that he feels it is very important to be consistent between the sections.

Zoning Administrator Weck stated that it, in a way, the City is at the mercy of the developers when they come in. He stated that everything could be done on the plan now and it would all come to fruition tomorrow or it may not happen for 20 years. He stated that he thinks it is fine the way it is currently worded.

Commissioner Murdock reiterated that he feels the two sections that refer to time frames and revisiting should be consistent. He stated that he will make a notation here so once the Commission decides what the timeframe should be, they can go back and make sure it is consistent.

Chair Lobermeier moved the discussion onto the Land Use Plan. He reminded the Commission that for each of the chapters, it will begin with the objective at the top to remind the reader that this is what the City is trying to do. He noted that the next several paragraphs on this page were the same ones that were just eliminated from page 19.

There were no changes suggested for this page.

Chair Lobermeier moved the discussion onto Land Use Types and Descriptions. He noted that this was taken from the previous Comprehensive Plan. He stated that he thinks the first 2 paragraphs are not necessary and could be deleted. He reminded the Commission that land use plans in the Comprehensive Plan do not line up perfectly with zoning.

Zoning Administrator Weck stated that was also going to be his comment. He gave an overview of what happens when a developer comes in and wants to look at the undeveloped areas and the Comprehensive Plan. He stated that for semi-rural housing with well and septic, there is R-1 which are 1 acre lots and R-2 which are 2 acre lots, but on the map, the City doesn't differentiate where they would want those two different things to happen. He stated that for the lower density suburban neighborhoods, that could cover R-1 on a community system which would allow them to be smaller lots or the true R-3 City regular sized lots, such as Commissioner Teel's neighborhood and noted that Summer Fields will be an R-4. He stated that the medium and higher density suburban neighborhoods are usually talking more about apartments, but it could also cover the R-4. He explained that all these districts allow single-family homes and noted that the City only allows duplexes in the R-4 or R-6 district with townhomes only allowed in the R-6 district. He stated that he thinks this needs some clarity on which way the City wants these to go, if the City is going to keep the same zoning.

Chair Lobermeier stated that what he just explained is how land use descriptions and Comprehensive Plans can connect or cross connect to the zoning. He asked if it is more confusing or difficult for staff to use when there is a high-level description in the plan, because zoning is really what will dictate what is happening. He stated that the description says, 'here is what we would like to see there', but they may be zoned differently or zoning will ultimately contain all the detail whether it is clarifying well and septic and setbacks. He stated that those details do not belong in the Comprehensive Plan and asked if this description has been problematic for staff or if it was just being ignored.

Zoning Administrator Weck stated that he uses it all the time when he talks to people. He gave the example of a lower density suburban neighborhood, and noted that when he talks to them, it

will basically just be the R-3 district because he doesn't think there will be a community sewer system because they aren't working that well. He gave an example of conversations he has had regarding a property near Summer Fields.

Chair Lobermeier asked if there should be some type of mapping of how these land use descriptions cross connect to zoning or is that getting into the weeds too much.

Commissioner Murdock stated that he would be very interested in seeing that information side by side, even if just for his educational benefit.

Chair Lobermeier reiterated that he would need to remember that they do not line up perfectly.

Zoning Administrator Weck stated that it ends up being a bit wishy-washy or open to interpretation on whether they move forward with R-1 or R-2. He gave the example of Aadland West/Hunter Hill and what decision the developer made relating to lot sizes.

Chair Lobermeier asked if perhaps there could be a table at the end of this section that lists the land use description in the Comprehensive Plan and the zoning categories.

Commissioner Murdock stated that he thinks it would make sense for the City to create it just to have it whether it is included in the Comprehensive Plan or not.

Zoning Administrator Weck stated that he would agree and depending how it works out, it may be able to be included in the Comprehensive Plan. He stated that this is something he can work on and get comparisons of the different designations with what the City actually has. He noted that something else to think about is that the City may need a new zone that could cover the row townhomes and not necessary be in the apartment zone. He explained that the R-5 zoning is for the two mobile home parks.

Chair Lobermeier stated that he thinks having this table as a tool, may tell the City that if there is not better alignment between land use descriptions and the Comprehensive Plan and the zoning, which is probably something that should be worked on. He moved the discussion on to Non-Residential and noted that the second paragraph includes "City Center" and suggested that this may have to be updated to clarify what is meant in this section. He noted that the there is a bulleted list under Mixed Use and the first one should be changed to south east and the 4th bullet should read, "...north of and adjacent to U.S. Highway 8 bounded by...". He moved the discussion onto Table 6. He asked why the WSB numbers were different and thinks the City may need to ask them because they are quite different than what the current adopted current Comprehensive Plan says.

Zoning Administrator Weck stated that he is not sure why there is such a difference and agreed that the City would have to discuss this with them.

Chair Lobermeier moved the discussion onto Urban Service Areas. He stated that WSB introduced this because it is a concept that exists in a lot of communities and gets to where utilities will be extended in both interim and in long-term way. He stated that the third area is permanently unserved, which he thinks is important because until you understand where utilities will go, it is pretty hard to have a land use plan or create a land use map. He noted the location of Polaris on the map and stated that they do have City water and sewer. He noted that all of their property is not served, but the property does have service.

Zoning Administrator Weck explained that this used to be the waste water treatment plant for the City so there was already a sewer line running to there, so they only had to run a new water line out to it.

Chair Lobermeier explained details on the map of areas that are already served and where there is the potential for future growth.

Commissioner Murdock asked if there was another table coming up that pertained to existing service areas and the City's planned service areas.

Chair Lobermeier stated that does not exist but it could be put together.

Commissioner Murdock stated that he thinks that would help tell the story and explain why the higher density areas make sense and there should be detail included that explains why it is important. He stated that he assumes it would be a WSB type task to capture this information but noted that the land uses are coded on the County map.

Zoning Administrator Weck explained that the County does have the map, but it is very old and has not been updated in quite some time.

Chair Lobermeier noted that the graphic on page 30 just shows growth areas and noted that WSB had introduced the 6 growth areas in the City. He stated that he thinks this graphic may be for Zoning Administrator Weck and City Administrator Linwood to decide if these are really the City's growth areas and discuss the logic behind their designation. He stated that he would like staff's input on whether these really are the growth areas and what they would like said about them in the Comprehensive Plan.

Commissioner Murdock asked if there were any growth areas that were not serviced on any of the maps.

Chair Lobermeier explained that they did not have any in this section because this was all about the Urban Service Areas. He noted that these paragraphs were initially drafted by WSB.

Commissioner Murdock asked if, from a promotional standpoint, there may be some reason to highlight growth areas outside of the interim service area.

Zoning Administrator Weck noted that the growth areas they are talking about are ones that can be served with municipal services. He stated that growth will happen in other areas but will be on well and septic, nor will it be as dense.

Chair Lobermeier suggested that Commissioner Murdock's question may be better addressed in the Sanitary Sewer section of the Plan. He moved the discussion onto the Ultimate Service Area and noted that the graphic just shows what area that the City expects will be serviced some-day. He noted that the color and the description is not quite right.

Commissioner Murdock asked where the expanded sewer plant will be located.

Chair Lobermeier stated that it would not be within the City and would be north and east of the City.

Commissioner Murdock asked if the City would just expand it in its current location.

Zoning Administrator Weck explained that the Polaris site is where the sewer treatment plant was located and explained where the current plant is located and explained that the area that would expand would be the area outside of the City.

Chair Lobermeier gave an overview of the City boundary in relation to the waste water treatment plant.

Commissioner Murdock asked about its current capabilities without expansion.

Zoning Administrator Weck stated that he was not exactly sure, but as the City grows, the plant will grow and will pay in based on how many people are using it.

Chair Lobermeier explained that the City has a certain capacity available to it at the plant and he knows that the City is well under that capacity. He noted that he had contacted the City Engineer today and asked him to make sure he looks through the road, water, and sewer sections to ensure that the numbers are as up to date as possible. He moved the discussion onto Ultimate Map Land Use Plan and suggested that it just be Land Use Plan. He stated that the map on the next page is pretty much the land use plan. He stated that it is a complicated map and noted that Mayor Iverson has commented in the past that there is a lot going on in this map. He stated that simplifying it may be a good idea and noted that there was a version that did not include wetlands

and undevelopable space, but then that created an unrealistic view of what was left to develop in the City.

Commissioner Murdock stated that his comment about maps such as this one are that they are trying to do too much in too little space. He suggested that there be an overview and then split it out into 6 tiles so streets and other things could be labeled so it would make more sense.

Chair Lobermeier stated that he completely agreed and thinks this could be feedback to give to WSB to get some other labels here and agreed that there may just be too much going on.

Commissioner Murdock stated that he thinks one of the priorities of the story map could be to be able to interactively go in and see detail.

Commissioner Teel stated that he wasn't sure the City would have the funds for this, but he thinks it would be unique to have an interactive map where if you were looking for semi-rural housing, you could just push on that button and then that would be all that would be shown on the map. He noted that he has seen these used in various housing developments where it will show you what has and hasn't been sold and thinks that kind of map would be really nice here.

Commissioner Murdock stated that is called a Geo PDF and it allows you to turn on and off various layers within the map.

Chair Lobermeier moved the discussion to Specific Land Use Planning Areas and noted that in the previous Comprehensive Plan it was determined that they needed more detail than exists in the current Plan in order to describe what the City would like to see happen there. He noted that the Greenwood Development will be on the next Planning Commission agenda and noted that this area was described very well in 2009 when a developer came in with a plan of what they wanted to do and part of the packet was an 11 x 17 color map that showed the different land uses and connectivity. He stated that those are the types of the things for the special areas that cannot be accomplished within a Comprehensive Plan but can call for it as an implementation item. He stated that if the City wants to see these things happen then they will need to see a more detailed plan that creates more of a concept than just saying that they would like to see things happen in the downtown corridor. He stated that perhaps the area along Highway 8 could also be a special land use planning area. He stated that he thinks the last sentence in this section should be deleted.

Chair Lobermeier reiterated that City Engineer Erichson will review the Road System Plan section and noted that this section really talks more about integrated transportation systems than roads. He stated that perhaps the title should be changed to Transportation Plan.

There was consensus of the Commission to change this to Transportation Plan.

Chair Lobermeier noted that the table is, for the most part, the same one that was included in the 2009 Comprehensive Plan. He stated that he did attempt to reorganize it a bit based on things that have happened or the way they are designated in the current map which is why City Engineer Erichson will need to take a look and make sure it is correct.

Commissioner Teel asked about the future collector noted on the east side of the map.

Chair Lobermeier explained that in the 2009 Comprehensive Plan, the City talked about creating a north/south road along the Innsbrook alignment. He stated that he is unsure if that will remain in this version of the plan or if it will ever happen. He noted that the next table is also a carry-over from the 2009 Comprehensive Plan. He stated that there is a single sentence that states, "Minor arterials in Wyoming are Chisago County Roads 22, 36 and 62." He noted that he did not think 62 even existed anymore and should be 30 or Kettle River Boulevard. He stated the sentence should read, "The minor arterials in Wyoming are Chisago County Roads 22, 36, 30, and Kettle River Boulevard."

The Commission discussed the Highway and the importance of showing improvements on some type of map.

Commissioner West left the meeting at 8:30 p.m.

Chair Lobermeier stated that under Ride Share Services, he had written both Heartland Express and Arrowhead Transit and asked if that was still accurate.

Commissioner Teel asked if Rush Line corridor would be kept.

Chair Lobermeier stated that he thinks what Wyoming may see in the future would be some type of bus rapid transit even though it will not be a light rail corridor. He stated that the last page just talks about the concept of a Transportation Corridor as a zoning district called an overlay district that allows the City to think about how they communicate to developers and landowners about what might happen in a particular area based on the transportation corridor.

Mayor Iverson read aloud from the website regarding the ride share services. She stated that it is a bit unclear, but she will make a note to herself to check on this and clarify the names.

Chair Lobermeier stated that he had not included anything on Kettle River and East Viking. He stated that the Commission has talked about this before so he thinks a paragraph needs to be added. He noted that City Engineer Erichson may end up adding other transportation issues.

Mayor Iverson asked about solar energy system overlay and asked if that was the same thing that had been previously discussed with solar farms.

Zoning Administrator Weck stated that it would be the same concept, just not in the same areas. He reviewed the existing overlay districts within the City that give extra information about these areas in the City.

Chair Lobermeier noted that the overlays do not affect the underlying zoning or land use plan but may add restrictions or just some details. He stated that the Commission had discussed at the beginning of the meeting about spending some time talking about the Vision Statement.

Commissioners Murdock and Teel stated that they would prefer to have that discussion when Commissioner West was present.

Mayor Iverson stated that she learned a lot from the Commission discussion tonight, especially in relation to the maps.

COMMUNICATIONS: NONE

UPDATES:

3. Summer Fields; Street & Utility Construction begins this week

Zoning Administrator Weck noted that there are currently two sketch plans, a preliminary plat, as well as a final plat scheduled for discussion at the April 13, 2021 meeting.

A MOTION WAS MADE BY COMMISSIONER MURDOCK, SECONDED BY COMMISSIONER TEEL, TO ADJOURN THE MARCH 23, 2021 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 8:42 PM.

Roll Call Vote:

Voting Aye: Murdock, Teel, and Lobermeier

Voting Nay: None

Abstain: None

Absent: Carr and West