

**APPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
MARCH 9, 2021
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for March 9, 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: Roger Carr

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

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 February 23, 2021

A MOTION WAS MADE BY COMMISSIONER TEEL, SECONDED BY COMMISSIONER MURDOCK, TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR FEBRUARY 23, 2021 AS SUBMITTED.

<i>Voting Aye:</i>	<i>Murdock, West, Teel, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Carr</i>

SCHEDULED PUBLIC HEARINGS: NONE

NEW BUSINESS

OLD BUSINESS:

2. Comprehensive Plan Update – Review Draft Chapters 1-5

Chair Lobermeier explained that the plan for tonight's meeting is to go through Chapters 1-5. He noted that if any of the Commissioners had any changes that they have made in writing they can also send those in.

Cover Page

Chair Lobermeier asked that 'town board' be taken out.

Commissioner Murdock suggested dating the Comprehensive Plan, such as '2021 Comprehensive Plan', so there is a frame of reference for what year it is.

Commissioner West noted that the formatting for the member names is inconsistent and suggested that it match. She noted that she would prefer the single line listing.

City Administrator Linwood noted that the general e-mail address should be listed as: Wyoming@WyomingMN.org.

Table of Contents

Chair Lobermeier noted that this will be made up of items once the Comprehensive Plan is completed, so may not need much discussion tonight. He stated that as it is laid out the Table of Contents ends up being over 3 pages long and asked if that was too much. He stated that he would like to come back to this item and discuss it once the bulk of the work is completed on the Comprehensive Plan.

Commissioner Teel noted that he had assumed the Commission would skip over discussing the Table of Contents, but one thing he noticed is that the City could do the little symbol so people could expand it if they wanted more information which would help shrink the electronic copy a bit.

Commissioner Murdock explained that the PDF formatting will have bookmarks which will enable those to open or close a bit. He noted that he thinks the Commission can skip discussing formatting type things because they will be easily caught later.

Page 1

Commissioner Teel stated that under the 2nd paragraph it talks about public or community facility plans and noted that he didn't understand what this is trying to convey.

Chair Lobermeier noted that typically a facilities plan relates more to water and sewer, but is unsure if that was what was intended in this situation.

City Administrator Linwood stated that there may want to be some clarification for the public.

Commissioner Murdock stated that rather than the word 'public' that the word municipal may clarify things a bit for the public.

Commissioner Teel stated that the word public was what confused him because he wasn't sure if it meant facility as in a swimming pool or a splashpad.

Chair Lobermeier stated that in order to make sure it is clear, they could word it as 'municipal facility plans (water and sewer)'.

Commissioner West asked what the numbers meant after the green headings and if there was a reason for some being large and some being small.

Chair Lobermeier explained that they were all intended to be superscripts with a reference to the list of references, but it is not consistent throughout the document. He stated that he has started going through his copy in order to list those and their sources.

Commissioner Teel noted capitalization needed for Planning Commission and to change the tense of 'task' to 'tasked'.

Commissioner West stated that she feels the last line is very repetitive because the phrase 'reasonable and practicable means' is also in the prior sentence.

Commissioner Teel asked about the term legal protections in the previous paragraph and asked if a Comprehensive Plan gives the City legal protections.

Zoning Administrator Weck explained that many of ordinances and State statutes reference back to the

Comprehensive Plan. He stated that it is the City's guiding document so everything should be based on that.

Commissioner Murdock stated that for the second line of the first paragraph he would like to add the word 'road' between strategic and map.

Page 2

Chair Lobermeier stated that it would be nice if page 1 and 2 could be combined to just fit onto one page.

Commissioner Murdock asked about the terminology 'equitably and conveniently' with regard to adjusting building plans and noted that he wasn't sure what that meant.

Chair Lobermeier stated he borrowed some of this text and stated that he thinks equitably and conveniently could be taken out.

Commissioner Murdock asked what type of adjustments would be made to building plans.

Chair Lobermeier gave the example of a property being zoned residential but is guided towards commercial. He noted that the property owner may decide not to put on an addition or spend money on a particular use if they know that it is guided in a different way.

Commissioner Murdock stated that, in general, property owners can plan accordingly, given the proposed future land use.

Commissioner Teel noted a spot in the second line where the word needs to be changed from 'he' to 'the'.

Commissioner West noted that the last sentence uses both adjust and adjustments and suggested that there may be a way to change the wording that is not so repetitive.

Commissioner Murdock stated that there are two words in his version of the sentence that he still doesn't like, but would suggest something like, "The official map allows property owners to make plans that align with the planned future land use."

Page 3

Commissioner Teel suggested the last sentence of the first paragraph include that the City also got input from citizens in this process. He stated that in the third paragraph the phrase 'fits and starts' is used. He stated that he doesn't really like that phrase because he has never heard it before. He stated that the year should be changed to 2020 where it refers to Covid-19.

Commissioner Murdock stated that in the first paragraph it states that the City will use the continuous input of the public but noted that the public didn't really help prepare the draft plan, so he doesn't think it needs to be stated in the last paragraph as suggested by Commissioner Teel. He stated that he would also suggest that 'reviewed conditions' be removed from the last sentence.

Chair Lobermeier noted that the word Comprehensive was left out of the first sentence and he feels it should be included. He stated that in the second paragraph he would also change the first sentence to say, "In the Fall of 2007, the City of Wyoming and Wyoming Township...." He stated that he would like to delete the second phrase 'lacking reality' from the third paragraph and have it read, "....lacking reality regarding what could develop, and how it could develop."

Commissioner Murdock noted that he had already made some revisions and the beginning of the paragraph currently reads, "Ultimately the Taskforce completed a combined Comprehensive Plan which was officially adopted on January 21, 2009. However the 2009 Comprehensive Plan was for the most part a Land Use Map that did not include a realistic development plan."

Commissioner West stated that she had also had a bunch of edits to reword this paragraph and noted that she liked the suggested wording that Commissioner Murdock just shared.

Chair Lobermeier suggested that instead of using the phrase 'fits and starts' it be replaced with 'slowly'. He stated that in the fourth paragraph he would delete 'the month of' from the first sentence. In the second to last sentence he would suggest changing the wording from "most respondents thought that that particular...." To "most respondents believed that particular..." but noted that the word "that" was referring to the small-town quality.

Commissioner Murdock stated that rather than say particular quality, perhaps the sentence could just say what it means and include small town quality. He suggested something along the lines of, "The community's small-town qualities were highlighted as one of the most important." or "the survey identified the small-town feel as one of the most important City qualities."

Commissioner Teel suggested that the sentences could just be flipped and say, "Most respondents found that the small-town qualities were what made Wyoming a great city to live."

City Administrator Linwood asked about the use of the term 'plurality' and whether it should be left in or if it should be swapped out for something like majority or multitude.

There was consensus to change 'plurality' to 'majority'.

Commissioner Murdock noted that he would suggest striking the last sentence and the separate sentence that begins with: 'Out of the 89 responses....', and replacing them with, "Other survey findings included an emphasis on planning and growing, lowering taxes, and improvements to roads and infrastructure."

There was a consensus to make the changes that Commissioner Murdock had suggested.

Commissioner Murdock stated that he would also suggest striking all of the tables that follow this section because he thinks the one sentence sums up the information in the tables.

There was a consensus to eliminate the tables on pages 4 and 5.

Chair Lobermeier stated that these came out of a summary document that City Administrator Linwood prepared after the survey was done and asked whether someone could go look up the survey results if they were interested. He asked if the results were posted on-line or embedded somewhere on the webpage.

City Administrator Linwood stated that at one time it was, but when the website was recently revised at the end of 2020, he believes it was taken down. He stated that he will have to take a look.

Page 6

Commissioner Murdock noted that he has significant changes to page 6 and suggested that he just read it aloud and get input from the Commission. He explained that he had deleted all the bullet points and a few of the paragraphs. He stated that he kept the first two lines and then his suggestion would have it read, "The Identity and Culture station identified the low intensity nature of a small-town feeling, a rural setting, and consideration and trust amongst neighbors. The Wyoming: Open for Business station identified a desire for a larger variety of restaurants and retail businesses, actions that would increase job growth, and more specifically, further development of the Fairview campus area. Station three, the Developing Wyoming station, prompted participants to identify prime areas of development and specific types of development that support a bedroom type community and other specific tenant types."

There was consensus to change this page in the way suggested by Commissioner Murdock.

Chair Lobermeier suggested that the words 'Public Engagement' be deleted from the top of the page and just have the heading read Open House. He asked if any of the references need to be listed or if

it can just refer people to the appendix.

Commissioner West stated that she did not think they needed to be listed out and it could just have a note that says, "See appendix for references."

Commissioner Murdock stated that it may also be a good idea to list some of them because these may be important documents to developers.

Chair Lobermeier noted that the Comprehensive Sewer Plan should have the year 2010 and not 2020.

Page 7

Chair Lobermeier noted that it should be Chapter 3 and not Chapter 4.

Commissioner Teel stated that he does not know the exact history on Wyoming, but questions the sentence, "The house where travelers stayed overnight still exists."

Commissioner West noted that she had marked the same sentence.

Chair Lobermeier stated that this paragraph was borrowed from the EDA strategic plan and explained that he does not know where the house is that it refers to.

Commissioner West asked whether it could be the Cornerstone.

Commissioner Murdock stated that in the last sentence on this page, he would suggest changing the sentence to read, "In the 1960's the I-35 freeway was built and the population increased to..." and then call out what the population had increased to.

Commissioner West noted that she believes the house where travelers stayed over night could also be the Daniel Dayton house.

Zoning Administrator Weck stated that he can find out where the house is when he is back in the office.

Page 8

Commissioner Murdock stated that he had gotten Chair Lobermeier's question regarding copyright protection of the map and stated that the legend shows that it is from the Wyoming Historical Society, so he assumes they City can get permission to use it.

City Administrator Linwood noted that he believes he has a copy of this map and may also have a few other maps that may be useful.

Page 9

Chair Lobermeier noted that he believes City Administrator Linwood may have some updated figures for the population table.

City Administrator Linwood confirmed that he and Zoning Administrator Weck can pull things directly from the demographer. He noted that the last sentence of the paragraph under the table should have the word 'including' and not 'included'.

Chair Lobermeier explained that the two asterisks after Township and City Merger were just there as a bread crumb for himself because he borrowed it from a document, but still has to look up the reference.

Commissioner Murdock noted that he did not understand the purpose of stating that in 1996 the Township and Chisago City began planning a 200-acre business park. He stated that he is unsure who this applied to the City's Comprehensive Plan.

Chair Lobermeier stated that some of this could be taken out because he borrowed much of it from the legal summary of what was being prepared as the City and the Township were merging. He stated that

it was in there as background and thinks it could easily be taken out because he doesn't necessarily think it is pertinent.

Commissioner Teel stated that he questioned the second the last sentence in the same paragraph regarding the annexation. He asked what the point was in including this information.

Chair Lobermeier stated that this could also be taken out. He noted that it is a true statement of when Polaris was developed it was part of the City, but it did not connect by any kind of boundary and was out in the middle of the remaining Township at the time, which is the island that is referring to. He reiterated that it would be fine to take it out because it may not be pertinent.

Zoning Administrator Weck stated that in the paragraph that begins with "The City had all but..." he reads that as saying that the 200-250 acres of land is what is developed. He stated that he would take out the words 'all but'.

Commissioner Murdock suggested "Prior to annexation, the City had 200-250 acres of land remaining to develop."

Page 10

Commissioner Murdock showed the changes that he had already made and asked for feedback.

Commissioners Teel and West stated that it appeared as though Commissioner Murdock had already captured their suggested edits.

Chair Lobermeier stated that in the third line of the first paragraph he would like to find a different word than 'control' and suggested something like 'under the planning purview'.

City Administrator Linwood suggested that it could be changed to 'planning authority'.

There was a consensus of the Commission to make this change.

Chair Lobermeier stated that the last sentence of this paragraph would fit better on the next page because it is talking about commute times and would change the second word 'community' to say 'commute'. He noted that the statement, 'Over 41 percent of the City is open space...' is in the 2009 Comprehensive Plan, but was not in the information from WSB in 2018. He asked if anyone at the City knew what this real number actually is.

Zoning Administrator Weck stated that it may be the same.

Chair Lobermeier noted that later in the information he had highlighted some of the differences between the 2009 Comprehensive Plan and the 2018 information. He would like to make sure that the Commission verifies the percentage. He asked if City Administrator Linwood had any data that would fill in the population and number of household's table.

Zoning Administrator Weck noted that he has access to this information.

City Administrator Linwood stated that Chisago County had recently finished a commute study and thinks some of that data may be useful.

Commissioner Murdock questioned whether the word 'residential' should go into the sentence talking about the Highway 8 corridor.

Commissioner Murdock asked if Chisago County had prepared or commissioned the housing study.

Chair Lobermeier stated that they had commissioned it and it was prepared by Maxfield.

Page 11

Commissioner Murdock asked what the numbers on the pie chart meant.

Chair Lobermeier explained that they refer to total jobs.

City Administrator Linwood stated that he understands where this information came from, but thinks that the Commission may want to take a closer look because he thinks some of the numbers are not completely correct.

Chair Lobermeier asked City Administrator Linwood to give the Commission some feedback about what he would like to see in the employment section.

City Administrator Linwood stated that he will take a closer look at this section.

Mayor Iverson noted that there are also some companies missing from the information.

City Administrator Linwood stated that he will take an overall look at this and make sure the information is accurate.

Page 12

Commissioner Murdock stated that he just had a general comment about what the Commission wants this section to say. He stated that because there is a housing section below under current conditions, he thinks this can be fairly brief.

Commissioner Teel stated that he agreed because he was confused as to what was being said in this section.

Chair Lobermeier offered to take a look at this area and re-write what the Commission is trying to say in this section.

Commissioner Murdock explained his reasoning for including a table in this section and asked if building permits would be appropriate for this section.

Commissioner West stated that she thinks the table is a bit confusing in terms of the value of the permits and the revenue.

Zoning Administrator Weck noted that the value of the permits is actually in the millions and not thousands.

Commissioner Murdock suggested changing the wording to 'project value' rather than 'value of permits'.

Chair Lobermeier stated that he likes the term 'construction value' and asked for an explanation of the revenue piece of the table.

Zoning Administrator Weck explained that it would be the permit fees and everything that was collected by the City for that value and noted that this amount is in thousands.

Commissioner West asked if it may be better to just write out this information rather than include it in table form.

Chair Lobermeier stated that his thought behind including all this information is that it shows the trend of what happened before the recession, as the recession hit, and then the recovery that has happened after the recession. He stated that he sees this information as a bit of Wyoming history.

Commissioner Murdock stated that he could see a sentence leading up to the table that says, "An example of our recent housing trends are further described in the following table."

Chair Lobermeier stated that he will take a shot at re-editing this whole page.

Commissioner Murdock stated that he was considering taking out the sentence at the bottom of the page.

Commissioner Teel agreed that this information did not need to be included.

Page 13

Commissioner Murdock stated that he would like to put in another paragraph with general demographics of existing conditions that would be worthy of being included. He stated that he didn't think that information had really been captured anywhere else in the document.

Chair Lobermeier stated that he would suggest a few changes to the first paragraph. He would like to take out 'we' and replace it with 'the City'. He stated that he would also take out 'outlines' and leave describes.

Commissioner Murdock explained that under Environmental Setting he was trying to get at the amount of open space in the City.

Chair Lobermeier stated that he thinks this is a good start.

Commissioner Teel noted that Commissioner Murdock had already taken out the paragraph that he was questioning.

Commissioner West stated that it has been really help to see the edits that Commissioner Murdock and Chair Lobermeier had already made because many of them are items that she was planning to suggest.

Commissioner Teel asked about the paragraph that says the City continues to benefit from a strong transportation system. He stated that he understands the City benefits from the highways, but does not feel the City has a transportation system. In his opinion, transportation systems are buses, light rail, and taxi service.

Commissioner Murdock suggested changing to it, "The City benefits from an efficient transportation system." He stated that he doesn't think the City has any terrible headaches but agrees that a transportation system sounds quite large.

Commissioner West suggested that it say something about a neighboring transportation system since Forest Lake has bus services.

Commissioner Teel stated that he is not sure how to reword this section but thinks it needs it.

Mayor Iverson stated that she thinks the City is well known and businesses like the City because of I-35 and Highway 8. She stated that she thinks they perhaps saying the City has a strong transportation system is not accurate, but the City is located right off of a major freeway or highway which she thinks is important. She stated that she would also stress the proximity to Minneapolis/St. Paul.

Commissioner Murdock stated that he thinks there needs to be more information in the Existing Land Use section and thinks utilizing actual data numbers would be helpful.

There was a consensus to include land use data in this section.

Zoning Administrator Weck noted that he can check with the County to see if they have data that can be used.

Commissioner Teel suggested that there be a north/south paragraph and an east/west paragraph in the section regarding highways and transportation.

Mayor Iverson stated that she also doesn't want to forget the proximity to Wisconsin for people that travel through to their cabins.

Chair Lobermeier stated that he also thinks there needs to be mention of Highway 8 being busy with safety issues.

Commissioner Teel suggested that there be a header for each highway so it is clear which one is being talked about.

Zoning Administrator Weck noted that any place that refers to Viking Boulevard needs to be renamed East Viking Boulevard, because Viking Boulevard is in Anoka County.

There was consensus to remove the sentence that says that Highway 61 is expected to undergo

reconstruction in 2021.

Chair Lobermeier asked Commissioner Murdock to explain his thoughts on what should be included in the Community Services and Facilities section.

Commissioner Murdock stated that he thinks it would be great to capture the things that are attractions for the City, such as City Hall, and the Fire Hall.

Chair Lobermeier stated that the Commission had taken out a paragraph about the farmer's market, annual festivals, and the Hallberg Center for the Arts and suggested that those may belong in this section.

Council Liaison Ohnstad stated that he would also like to see the bike trail be mentioned as an attraction in the City.

Chair Lobermeier stated that he agrees and thinks they could also say, "The City boasts of X number of parks" without listing each of them.

City Administrator Linwood stated that this section could also bring in the library, and things like solid waste, and the schools.

Chair Lobermeier asked how much of this information already exists in the City's marketing material.

City Administrator Linwood stated that there will be some of the information related to schools, but they do not really market the waste facilities.

Commissioner Teel stated that the available entertainment could also be included with the bowling alley.

Chair Lobermeier stated that he also thinks regional healthcare is a huge thing and should be included.

City Administrator Linwood stated that they could also mention open water which is an amenity.

Commissioner Murdock asked if there could be a map with a legend that identifies everything.

Page 14

Chair Lobermeier explained that the intent behind including the table was to talk about things that have happened, and some that did not occur. He stated that he thinks there have been interesting development opportunities and proposals in the last 10 years that would show there is a lot of interest in getting things done in the City. He stated that this is not a comprehensive list and is just what he could think of off the top of his head. He stated that a third column could be added that outlines what actually happened with each. He asked for input from the Commission on whether this table would be better left out of the Comprehensive Plan.

Commissioner Murdock stated that he thinks what would be the best value would be to list some of the recent and current permitted items, so it shows sort of what is going on kind of thing that points to the future rather than the past. He stated that this section is called Current Trends, so he didn't want to list anything that did not happen or things that are a bit older. He stated that there are a few recent projects that were not listed in the table.

Chair Lobermeier noted that his other concern with the table is that all the projects he listed are residential, but noted that there hasn't been much lately that has not been residential.

City Administrator Linwood stated that there has been the MidCo building and if you go back a bit further, Rosenbauer. He suggested that they look back in the permits and break down the housing as far as whether it is multi-family, single-family, and commercial development.

Zoning Administrator Weck noted that if the table shows things that did not happen, people will just wonder why they didn't happen.

Chair Lobermeier stated that the reason that he would like to keep Greenwood is because he thinks something will happen there eventually.

Zoning Administrator Weck stated that he did not think it would be wise to make a prediction like that and would once again be a situation that listed what did not happen.

Mayor Iverson stated that she would also get rid of the items that list projects that happened in other cities.

Chair Lobermeier noted that he also thinks the first paragraph under Planning Factors could be deleted. He asked for input on the headers and sections he included in this section.

There was consensus to include the suggested headers in the Planning Factors section.

Chair Lobermeier suggested that the Commission stop here and pick up their discussion at the next meeting.

Commissioner Murdock asked if anyone had a revised vision statement.

Commissioner Teel stated that the phrase “use land use” needs to be changed in some way.

Chair Lobermeier agreed and stated that he had already edited that statement.

Commissioner Teel stated that the portion that states that “policies will clarify the specific position of the City” sounds a bit forceful to him and would suggest something a bit softer.

Chair Lobermeier suggested that before the next meeting, the Commission take a look at the vision statement and see if it still makes sense to everyone. He explained that the ‘become an inviting community’ came from one of the objectives that was in the 2018 draft of the Comprehensive Plan. He stated that he feels this point is an important element.

Commissioner Murdock stated that using the word “become” an inviting community suggests that the community is not currently inviting which he didn’t like.

Chair Lobermeier stated that for the next meeting, the Commission will do a quick review of what has already been covered, review the vision, goals and objectives and land use sections. He stated that it may be possible to also get the roads section completed.

Commissioner West stated that she thinks doing this in 15-page sections is sufficient.

COMMUNICATIONS:

3. City Comments Concerning Chisago County’s Public Hearing to Amend the Definition of Buildable Area and the Septic Ordinance.

Zoning Administrator Weck stated that the County held their hearing and passed a motion to recommend that the County Board delete the buildable area definition. There was a lot of information that they received, but he isn’t sure where they will go with the septic stuff. He noted that the City does not have to do anything with the City’s septic ordinance if it is more restrictive than the County. He stated that he is unsure if the MPCA will approve some of the changes that the County is putting forward. He stated that he will continue to keep the Commission updated.

UPDATES:

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER TEEL, TO ADJOURN THE MARCH 9, 2021 “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 8:47 PM.

<i>Voting Aye:</i>	<i>Murdock, West, Teel, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Carr</i>