

Meeting Minutes
New Prague Planning Commission
Wednesday, September 23, 2009

1. Call Meeting to Order

The meeting was called to order at 6:33 p.m. by Planning Commission Chair Grant Gengel with the following members present: Kay Wilcox and Bob Gilman. Absent: Ryan Peltier and Pat Remfert.

City Staff Present: Ken Ondich, Planning Director and Renee Christianson, City Planner.

2. Approval of August 26, 2009 Regular Meeting Minutes

It was moved by Wilcox, seconded by Gilman to approve the August 26, 2009 regular meeting minutes as submitted. Motion carried (3-0).

3. Old Business - None

4. New Business

A. Zoning Ordinance Revisions – 2nd Section Review

Planner Christianson reviewed staff's progress on revisions to the Zoning Ordinance. She stated that at the June Planning Commission meeting the subject was introduced and suggested changes to the definitions section were reviewed. She reviewed additional suggested changes which included minor changes to Sections 505, 506, 601, and also discussed was the idea of adding an Interim Use Permit provision to the Ordinance. Minor wording amendments were suggested for the residential zoning districts. More significant changes were suggested and discussed for the business zoning districts, which included moving many of the currently identified conditional uses, to permitted uses. Also discussed were changes to the parking regulations stated in Section 717 of the Ordinance. She noted that staff is still doing research on drinking establishments and where/how they should be permitted.

Councilmember Wilcox suggested adding churches to the list of uses within the B2 zoning district. She also asked if there were provisions for Group Homes in the Ordinance. Group Homes, as defined by statute and permitted by state law so it is difficult for the City to regulate them.

Commissioner Gilman suggested changes to the parallel parking requirement, the drive aisle width, minimum dimensions for landscape islands in parking lots, and setbacks from parking lots to easements.

Planner Christianson noted that City Staff will work on additional changes which will be presented at future meetings.

**B. Subdivision Ordinance Re-Write – “Design Standards, Required Improvements, Administration and Enforcement” Sections
City of New Prague - applicant**

Planning Director Ondich reviewed staff’s progress of the rewriting of the Subdivision Ordinance. He stated that the Planning Commission had reviewed various sections of the draft Ordinance at the June and July, 2009 meetings. He stated that for the review this month that the “Design Standards, Required Improvements, Administration and Enforcement” sections were provided. He added that these provisions include the requirements for street design standards for various types of roadways, landscaping requirements along roadways, easement requirements, developer’s agreements, and financial securities for private developments

Councilmember Wilcox asked about private streets, and why the City should allow them. Discussion was held regarding the drawback of allowing private streets and there was agreement that they are not a good idea generally speaking.

Councilmember Wilcox also asked about the Administrative Subdivision and Lot Consolidation process.

Commissioner Gilman asked about the design requirements for cul-de-sacs and discussion was held regarding this. Planning Director Ondich noted the concerns with allowing the cul-de-sac islands, stating that the Public Works Department likes the design for snow plowing but is concerned that they interior landscaping may not get maintained.

5. Miscellaneous - None

6. Adjournment

The meeting was adjourned at 7:30 p.m. by order of Chair Gengel.

Respectfully submitted,

Renee Christianson
City Planner