



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

PLANNING COMMISSION MEETING AGENDA

Thursday, January 04, 2024

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids Planning Commission will be held on Thursday, January 4, 2024 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

APPROVAL OF MINUTES:

1. Consider approval of minutes from the October 5, 2023 regular meeting minutes.

GENERAL BUSINESS:

2. Consider initiating a public vacation of right-of-way
3. Consider a recommendation to the City Council regarding a public vacation of right-of-way
4. Consider initiating the process to review and amend Sec. 30-628 of the Zoning Ordinance (Off Street Parking for Multiple Dwellings).
5. Consider a recommendation to the City Council regarding an amendment to Section 30-628 of the Zoning Ordinance

PUBLIC INPUT:

Individuals may address the Planning Commission about any non-public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.

MISCELLANEOUS:

REPORTS/ANNOUNCEMENTS/UPDATES:

6. Reminder we will be holding land use training workshop on January 29th from 4:00 to 8:00 pm at Grand Rapids City Hall - Jay T. Squires will be the presenter.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, FEBRUARY 1, 2024 AT 4:00 PM.

Hearing Assistance Available: This facility is equipped with a ready assistance system.

ATTEST: Aurimy Groom, Administrative Assistant



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PLANNING COMMISSION MEETING MINUTES

Thursday, October 05, 2023

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids Planning Commission will be held on Thursday, October 5, 2023 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

PRESENT: Commissioner Betsy Johnson, Commissioner Patrick Goggin, Commissioner Ted Hubbes, Commissioner Bill Schnell, Commissioner Paul Bignall, Commissioner Rick Blake. **ABSENT:** Commissioner Mark Gothard

APPROVAL OF MINUTES:

1. Consider approval of minutes from the September 7, 2023 regular meeting.

Motion by Commissioner Blake, second by Commissioner Schnell to approve the minutes from the September 7, 2023 regular meeting. The following voted in favor thereof: Johnson, Goggin, Hubbes, Schnell, Bignall, Blake. Opposed: None, motion passed unanimously.

PUBLIC HEARINGS:

2. Conduct a Public Hearing to consider a variance petition submitted by Michael McLynn.

Community Development Director Mattei provided a power point with the background information.

Motion by Commissioner Blake, second by Commissioner Schnell that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby grant the following variances to Michael McLynn for the property legally described within the presentation to allow a one-time waiver of the requirements of Section 30-512 Table 2A of the Municipal Code, which lists District Development Regulations for Principal Structures, specifically where the Code establishes the minimum setbacks for structures in General Business Zoning. This variance permits a one-time reduction to the minimum Front Yard Setback from the required 30 feet to 20' for the proposed addition to the business located 407 NW 6th Ave. The following voted in favor thereof: Blake, Bignall, Schnell, Hubbes, Goggin, Johnson. Opposed: None, motion passed unanimously.

GENERAL BUSINESS:

3. Consider a recommendation to the City Council regarding the rezoning of 0.2 acres of land (Parcel 91-550-0340) from SR-2 (One and Two Family Residential) to SPU (Shoreland Public Use).

Staff provided background information. Julie Kennedy, General Manager, GRPUC answered questions regarding the requested rezone.

The Commissioners reviewed the considerations for the record.

1. Will the change affect the character of neighborhoods?
Why/Why not? No, it is already park like and this will allow for more green space.
2. Would the change foster economic growth in the community?
Why/Why not? Yes, it will allow for more water expansion.
3. Would the proposed change be in keeping with the spirit and intent of the ordinance?
Why/Why not? Yes, based on the need to provide the public with utilities.
4. Would the change be in the best interest of the general public?
Why/Why not? Yes, it will be providing the public with utilities.
5. Would the change be consistent with the Comprehensive Plan?
Why/Why not? Yes, it provides public utilities.

Motion by Commissioner Johnson, second by Commissioner Schnell that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the Zoning Map Amendment, as petitioned by the Grand Rapids Public Utilities Commission and Ryan and Kaelyn Hoshal, described within the presentation and as shown in the maps presented here today, from the current SR-2 (Shoreland One and Two Family Residential) zoning designation to that of SPU (Shoreland Public Use); The following voted in favor thereof: Blake, Bignall, Schnell, Hubbes, Goggin, Johnson. Opposed: None, motion passed unanimously.

PUBLIC INPUT:

Individuals may address the Planning Commission about any non-public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.

MISCELLANEOUS:

REPORTS/ANNOUNCEMENTS/UPDATES:

4. Welcome Introduction - Dan Swenson, Assistant Community Development Director

Community Development Director Mattei introduced Dan Swenson as the new Assistant Community Development Director.

5. Commissioner Mark Gothard resignation and thanks for many years of service

Mr. Mattei thanked Mark Gothard for his years of service on the Planning Commission.

ADJOURNMENT:

There being no further business the meeting adjourned at 4:30 p.m.

NEXT REGULAR MEETING IS SCHEDULED FOR NOVEMBER 2, 2023 AT 4:00 PM.

Hearing Assistance Available: This facility is equipped with a ready assistance system.

ATTEST: Aurimy Groom, Administrative Assistant

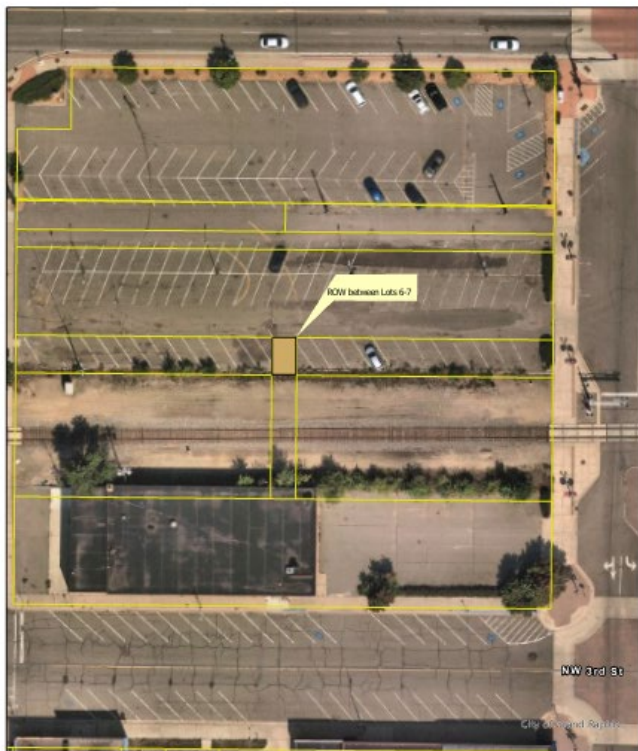


Planning Commission Staff Report

Agenda Item	Community Development Department	Date: 1/04/24
Statement of Issue:	Consider initiating the public vacation of right-of-way	
Background:	<p>Community Development staff is asking the Planning Commission to initiate the vacation request of the described platted right-of-way below to clear up future title.</p> <p><u>Part of the N/S ROW located between the N 21 FT of LTS 6-7 BLK 6, Plat of Grand Rapids</u></p>	
Considerations:		
Recommendation:	Pass a motion to initiate the public vacation of right-of-way.	
Required Action:	<p>Pass a motion initiating approval or non-approval of the proposed public right-of-way vacation.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ that, to (approve) (not approve) initiating the vacation request of the described platted right-of-way described below:</p> <p><u>Part of the N/S ROW located between the N 21 FT of LTS 6-7 BLK 6, Plat of Grand Rapids</u></p>	
Attachments:	<ul style="list-style-type: none"> Exhibit 1 	

Exhibit 1
Right-of-Way Vacation

Item 2.



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Feet



Planning Commission Staff Report

Agenda Item	Community Development Department	Date: 1/04/24
Statement of Issue:	Consider a recommendation to the City Council regarding a public vacation of right-of-way	
Background:	<p>Community Development staff is asking the Planning Commission to initiate the vacation request of the described platted right-of-way (described below) to clear up future title.</p> <p><u>Part of the N/S ROW located between the N 21 FT of LTS 6-7 BLK 6, Plat of Grand Rapids</u></p> <p>Staff will present the attached PowerPoint presentation as background for this item.</p>	
Considerations:	When considering the vacation of public right-of-way, the Planning Commission must make findings of fact based on the attached list of considerations.	
Recommendation:	<p>Staff recommends that the Planning Commissioners visit the site, review the comments submitted by the Review Committee, and review the relevant sections of the Comprehensive Plan.</p> <p>Prior to making a recommendation to the City Council to approve/not approve the vacations, the Planning Commission should make specific findings to support its recommendation and reference those specific findings in their motion to either approve or not approve the right-of-way vacation.</p>	
Required Action:	<p>Pass a motion forwarding a recommendation to the City Council for approval or non-approval of the proposed public right-of-way.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to (approve) (not approve) the vacation of public rights-of-way and easements described as:</p> <p><u>Part of the N/S ROW located between the N 21 FT of LTS 6-7 BLK 6, Plat of Grand Rapids</u></p> <p><u>Contingent on the following stipulation(s):</u></p> <ul style="list-style-type: none"> • The City Council approval of the final plat of Forest Lake Addition 	
Attachments:	<ul style="list-style-type: none"> • Planning Commission Considerations for Vacations • PowerPoint Presentation 	

PLANNING COMMISSION
Considerations
RIGHT-OF-WAY VACATIONS

1. Is the right-of-way needed for traffic purposes?
Why/Why not?

2. Is the right-of-way needed for pedestrian purposes?
Why/Why not?

3. Is the right-of-way needed for utility purposes?
Why/Why not?

4. Would vacating the right-of-way place additional land on the tax rolls?
Why/Why not?

5. Would vacating the right-of-way facilitate economic development in the City?
Why/Why not?



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Public Vacation Request Initiated by Planning Commission

Platted Right-of-Way:

within the N 21 FT of LTS 6-7 BLK 6, Plat of Grand Rapids

January 4, 2024



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Public Vacation Request

- **Petitioner:** Planning Commission (Initiating the Vacation)
- **Requested Vacation:** Part of the N/S ROW located between the N 21 FT of LTS 6-7 BLK 6, Plat of Grand Rapids

Petitioner's Stated Reason for Request: The dedication is to rectify right of way not needed between lots 6 and 7 and should be vacated to clear title for the property.



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Public Vacation Request

Item 3.

Requested Vacations:

Right-of-Way Vacation





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Public Vacation Request

Plat of Grand Rapids

- Platted 1883
- ROW within Blk. 6





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Public Vacation Request

PLANNING COMMISSION

Considerations

RIGHT-OF-WAY VACATIONS

1. Is the right-of-way needed for traffic purposes?
Why/Why not?

2. Is the right-of-way needed for pedestrian purposes?
Why/Why not?

3. Is the right-of-way needed for utility purposes?
Why/Why not?

4. Would vacating the right-of-way place additional land on the tax rolls?
Why/Why not?

5. Would vacating the right-of-way facilitate economic development in the City?
Why/Why not?

Planning Commission Considerations:



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Item 3.

Questions?



Planning Commission Staff Report

Agenda Item #	Community Development Department	Date: 1/04/24
Statement of Issue:	Consider initiating the process to review and amend Sec. 30-628 of the Zoning Ordinance (Off Street Parking for Multiple Dwellings).	
Background:	<p>Section 30.628 establishes off-street parking requirements for residential uses, including the number of spots required.</p> <p>Over the past month, Community Development staff has researched other city ordinances and guidance documents to better align our multiple dwelling off street parking requirements.</p> <p>Many other cities use a tier methodology system based on the actual dwelling units bedrooms or sleeping areas (e.g. studio = 1 space, one bedroom = 1.5 spaces, two bedroom = 2 spaces).</p> <p>Currently, our standard is 2 parking spots per multiple dwellings and is the most restrictive. Staff has come up with a multiplier of 1.75 which would adequately address our ordinance.</p> <p>In the event more parking is needed - there is a provision in the ordinance that requires proof of parking. Section 30-629 states, "Establishments shall be capable of providing the number of on-site parking spaces required by this division at any time parking is needed. However, all such required parking need not be constructed initially if it is demonstrated by the owner to be in excess of its real parking demand. Future parking sufficient in quantity to meet the requirements of this division shall be shown on the official site plan for which a building permit request is made and such parking shall be constructed at the discretion of the zoning administrator if it proves to be needed later or in the event that a chance in use triggers the need for more parking than has been provided".</p> <p>Minnesota Statue 462.357, Subd. 4 states that <i>an amendment to a zoning ordinance may be initiated by the governing body, the planning agency, or by petition of affected property owners as defined in the zoning ordinance.</i></p> <p>Staff would like the Planning Commission to consider initiating the review and consideration of an amendment to section 30.628, changing the minimum off-street parking spaces from 2 to 1.75 for multiple dwellings. This would allow more consistency with similar cities ordinances and guidance documents.</p>	
Considerations:		
Recommendation:	Pass a motion initiating the review of an amendment to Section 30-628.	

Required Action:	<p>Pass a motion initiating the review of an amendment to Section 30-628, changing the minimum off-street parking requirements for multiple dwellings from 2 to 1.75 per dwelling units to the Zoning Ordinance.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ Motion by _____, second by _____ that, to (approve) (not approve) to initiate the review of an amendment to Section 30-628, changing the minimum off-street parking requirements for multiple dwellings from 2 to 1.75 units to the Zoning Ordinance.</p>
Attachments:	



Planning Commission Staff Report

Agenda Item #	Community Development Department	Date: 1/04/24
Statement of Issue:	Consider a recommendation to the City Council regarding an amendment to Section 30-628 of the Zoning Ordinance that would change off-street parking requirements for multiple dwellings.	
Background:	<p>On January 4, 2024, the Planning Commission initiated the process to consider an amendment to Section 30-628, changing the minimum off-street parking requirements for multiple dwellings from 2 to 1.75 per dwelling unit to the Zoning Ordinance.</p> <p>Staff will present the attached PowerPoint presentation as background for this item.</p>	
Considerations:	<p>The Planning Commission should make specific findings of fact regarding the proposed amendments to the ordinance:</p> <ol style="list-style-type: none"> 1. Will the change affect the character of the neighborhood? 2. Will the change foster economic growth in the community? 3. Would the proposed change be in keeping with the spirit and intent of the Zoning Ordinance? 4. Would the change be in the best interest of the general public? 5. Would the change be consistent with the Comprehensive Plan? 	
Recommendation:	Based on the above findings the Commission should consider a recommendation to the City Council regarding these draft changes.	
Required Action:	<p>Pass a motion, based on the findings of fact, to forward either a favorable recommendation, either with or without changes to the draft amendments, to the City Council, or pass a motion, based on the findings of fact, forwarding an unfavorable recommendation to the City Council regarding an amendment to Chapter 30 of the Zoning Ordinance.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward a (favorable)(unfavorable) recommendation to the City Council regarding a draft amendment which amends Section 30-628, changing the minimum off-street parking requirements for multiple dwellings from 2 to 1.75 per dwelling units to the Zoning Ordinance.</p>	

Attachments:	<ul style="list-style-type: none">• Draft Text Amendments Included in Presentation Labeled as:<ul style="list-style-type: none">○ Exhibit 1• Text Amendment Considerations
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PLANNING COMMISSION

Considerations

ZONING ORDINANCE AMENDMENT

1. Will the change affect the character of neighborhoods?

Why/Why not?

2. Would the change foster economic growth in the community?

Why/Why not?

3. Would the proposed change be in keeping with the spirit and intent of the ordinance?

Why/Why not?

4. Would the change be in the best interest of the general public?

Why/Why not?

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?

30-628 Minimum Number

The minimum number of off-street parking spaces by type of use shall be required in accordance with the following schedule. When determining the number of required parking spaces results in a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half require one parking space.

RESIDENTIAL USES	MINIMUM PARKING REQUIRED
One- and two-family units	2 per dwelling unit
Multiple-dwellings	2 per dwelling unit ¹ 1.75
Senior citizens housing	0.5 per dwelling unit
Boarding and rooming houses	1 per rooming unit
Accessory apartments	1 per unit
Bed and breakfast	1 per room ²
Day care/nursery schools	Same as one-two family units
Group and foster homes	Same as one-two family units
Mobile home parks	2 per dwelling unit

>PUBLIC AND QUASI-PUBLIC USES	MINIMUM PARKING REQUIRED
Churches	1 per 3 seats in largest assembly room
Elementary school	2 per classroom
Junior high school	2 per classroom
Senior high schools	6 per classroom plus 1 per 6 seats in main auditorium
Post high schools	10 per classroom
Stadiums, arenas, auditoriums (accessory to a school)	1 per 6 seats
Stadiums, arenas, theaters and auditoriums	1 per 3 seats
Museums, libraries, and art galleries	1 per 500 square feet (gross floor area)
Golf and country clubs	6 per hole
Government offices	1 per 200 square feet gross floor area
Hospitals	2 per bed
Nursing homes	1 per 3 beds
Clubs and lodges, social and fraternal	1 per 2 persons based on occupancy rating

¹ In the R-3 zone, 25 percent of the required parking shall be enclosed. In the R-4 zones, 12.5 percent of the required parking shall be enclosed.



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Text Amendment:

Planning Commission Initiated Amendment to Chapter 30 Land Development Regulations

January 4, 2024

Text Amendment

- **Initiation Date:** Planning Commission Initiated – January 4, 2024
- **Text Amendment Summary:** The proposed amendment of Section 30-628, changes the minimum off-street parking requirements for multiple dwellings from 2 to 1.75 per dwelling units to the Zoning Ordinance.
- **General sections of ordinance initiated for amendment:**
 - **Section 30-628. Minimum number. *RESIDENTIAL USES / MINIMUM PARKING REQUIRED – 2.*** Multiple-dwellings 2 per dwelling unit. This section of the ordinance establishes the minimum number of off-street parking spaces by the type of use.
 - Changing the Multiple-dwellings from 2 per dwelling unit to 1.75 per dwelling unit.



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Text Amendment

- **Reasoning and Justification:**

- **Section 30.628 establishes off-street parking requirements for residential uses, including the number of spots required.**
- **Over the past month, Community Development staff has researched other city ordinances and guidance documents to better align our multiple dwelling off street parking requirements.**
- **Many other cities use a tier methodology system based on the actual dwelling units bedrooms or sleeping areas (e.g. studio = 1 space, one bedroom = 1.5 spaces, two bedroom = 2 spaces).**
- **Currently, our standard is 2 parking spots per multiple dwellings and is the most restrictive. Staff has produced a multiplier of 1.75 which would adequately address our ordinance**
- **In the event more parking is needed - there is a provision in the ordinance that requires proof of parking. Section 30-629 states, "Establishments shall be capable of providing the number of on-site parking spaces required by this division at any time parking is needed. However, all such required parking need not be constructed initially if it is demonstrated by the owner to be in excess of its real parking demand. Future parking sufficient in quantity to meet the requirements of this division shall be shown on the official site plan for which a building permit request is made and such parking shall be constructed at the discretion of the zoning administrator if it proves to be needed later or in the event that a chance in use triggers the need for more parking than has been provided"**



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Text Amendment

- **Comprehensive Plan:**

Parking

Parking plays a major role in defining neighborhood character. Humans have a limited attention span. Pedestrians (and others) are attracted to stimulating environments that keep supplying new interests. Perhaps no element of the urban landscape is less interesting than an empty parking lot.

The amount of surface parking for each development is determined by minimum parking requirements. This represents a market intervention that has had the effect of oversupplying surface parking in some areas of the City. In addition to inhibiting pedestrian design, excess surface parking removes land from development markets and raises development costs. When parking is artificially oversupplied, land cannot be put to its best and highest use. Updating parking ordinances could encourage compact design and potentially open infill opportunities, including outlot developments in commercial areas.

In pedestrian-supportive environments, the supply of surface parking is right-sized to meet demand. Parking is preferably located to the side or rear of buildings. Buildings align the majority of street frontage.



Grand Rapids Comprehensive Plan

5-12



CITY OF
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Text Amendment

Exhibit 1

EXHIBIT 1

30-628 Minimum Number

The minimum number of off-street parking spaces by type of use shall be required in accordance with the following schedule. When determining the number of required parking spaces results in a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half require one parking space.

RESIDENTIAL USES	MINIMUM PARKING REQUIRED
One- and two-family units	2 per dwelling unit
Multiple-dwellings	2 per dwelling unit ¹ 1.75
Senior citizens housing	0.5 per dwelling unit
Boarding and rooming houses	1 per rooming unit
Accessory apartments	1 per unit
Bed and breakfast	1 per room ²
Day care/nursery schools	Same as one-two family units
Group and foster homes	Same as one-two family units
Mobile home parks	2 per dwelling unit

>PUBLIC AND QUASI-PUBLIC USES	MINIMUM PARKING REQUIRED
Churches	1 per 3 seats in largest assembly room
Elementary school	2 per classroom
Junior high school	2 per classroom
Senior high schools	6 per classroom plus 1 per 6 seats in main auditorium
Post high schools	10 per classroom
Stadiums, arenas, auditoriums (accessory to a school)	1 per 6 seats
Stadiums, arenas, theaters and auditoriums	1 per 3 seats
Museums, libraries, and art galleries	1 per 500 square feet (gross floor area)
Golf and country clubs	6 per hole
Government offices	1 per 200 square feet gross floor area
Hospitals	2 per bed
Nursing homes	1 per 3 beds
Clubs and lodges, social and fraternal	1 per 2 persons based on occupancy rating

¹ In the R-3 zone, 25 percent of the required parking shall be enclosed. In the R-4 zones, 12.5 percent of the required parking shall be enclosed.

[https://grandrapids.municipalcodeonline.com/book/print?type=ordinances&name=30-628_Minimum_Number\[12/19/2023 1:02:12 PM\]](https://grandrapids.municipalcodeonline.com/book/print?type=ordinances&name=30-628_Minimum_Number[12/19/2023 1:02:12 PM])

Text Amendment



Process:

- **January 4, 2024 - Planning Commission initial review of staff identified issues, initiates formal amendment process.**
- **January 4, 2024 - Planning Commission Review and Recommendation.**
- **January 22, 2024 - City Council reviews Planning Commission recommendation, conducts a public hearing and considers adoption of Ordinance.**

Text Amendment

Planning Commission Considerations:

Recommendation:

Consider recommendation to the City Council regarding draft amendments, which update and amend multiple sections of Chapter 30 Land Development Regulations, as depicted in Exhibit 1

PLANNING COMMISSION

Considerations

ZONING ORDINANCE AMENDMENT

1. Will the change affect the character of neighborhoods?

Why/Why not?

2. Would the change foster economic growth in the community?

Why/Why not?

3. Would the proposed change be in keeping with the spirit and intent of the ordinance?

Why/Why not?

4. Would the change be in the best interest of the general public?

Why/Why not?

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?



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Item 5.

Questions/Comments?