

On Thursday, November 20, 2014, at 7:00 p.m., a regular meeting of the Plan Commission was called to order. Roll Call. Present: Chair Eric Larson, Rick Andersen, Mike Mellott, Rene Morris and Steve Munson. Absent: Karen Chevalier and Bob Conklin.

Also present were: Planner Dustin Wolff, City Attorney Ron Coplan, Alderman Retha Elston, Alderman John Stauter, Main Street Director Janna Groharing, Building and Zoning Superintendent Amanda Schmidt, City Manager Scott Shumard, City Management Intern Kevin Smith and City Clerk Marie Rombouts.

Rene Morris made a motion to approve the October 16, 2014 minutes as presented. The motion was seconded by Mike Mellott. Voting: Ayes – Larson, Andersen, Mellott, Morris and Munson. Nays – None. Motion carried.

Amanda Schmidt stated there was no Council action to report.

Chair Larson opened a public hearing at 7:02 pm for the petition from Bess Anselmo at 1712 Woodburn to annex with a zoning of R-1, Single-Family Residence.

Superintendent Schmidt explained that the annexation is a result of a sewer connection request. Septic has not failed yet but they are proceeding with sewer connection and annexation.

Planner Wolff stated that any annexation is welcomed.

Chair Larson stated that publication in the *Daily Gazette* was made, fees were paid, property owners within 150' of the property were notified, a sign was placed on the property for two weeks prior to the hearing, and no written comments were received from the public.

Chair Larson closed the public hearing at 7:05 pm. Mike Mellott made a motion to recommend to the City Council annexation of the property at 1712 Woodburn Avenue with a zoning of R-1, Single Family Residence District; seconded by Steve Munson. Voting: Ayes – Andersen, Mellott, Morris, Munson, and Larson. Nays – None. Motion carried. Annexation will be heard at the December 15 City Council meeting.

Planner Wolff asked for final comments on Article 5 Design Guidelines. Mike Mellott expressed concern about how subjective it is. The code suggests a certain material, which can open the door to the developer's opinion. Wolff explained it leaves the door open to other quality materials. Discussion followed if the code should be more

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restrictive. Guidelines are usually subjective. Steve Munson wanted an opinion from an architect's point of view.

Skip McCloud was present at the meeting. McCloud is a local architect that is a member of the Sterling Main Street Design Committee. McCloud stated that these guidelines are an excellent starting point. He would like to see more emphasis on downtown revitalization.

Planner Wolff stated a historic preservation committee is a better way to approach revitalization. It is too onerous to implement in the zoning code.

Mike Mellott made a motion to recommend Article 5 to the City Council for further review, seconded by Rick Andersen. Voting: Ayes – Andersen, Mellott, Morris, Munson, and Larson. Nays – None. Motion carried.

Planner Wolff summarized Article 6 as Lighting Standards as adopted in recent years. Vibration and noise standards have been added in accordance with federal standards, as well as air pollution.

Planner Wolff stated that Articles 2 and 8 would be discussed at the Council's December 15 meeting.

With no further business to discuss, the meeting was adjourned at 8:10 pm.

Marie Rombouts
City Clerk