



MINUTES

SPECIAL MEETING OF THE CITY OF NISSWA
PLANNING COMMISSION/BOARD OF ADJUSTMENT
MONDAY, MAY 7, 2018, 9:00 AM



Members Present: Don Jacobson, Jim Swanson, Woody Haecker, Peter Mann, Ann Beaver, Anne Laufman
Members Absent:
Others Present: Mark Hallan
Staff Present: Desmond McGeough, Maggi Wentler

1. Call to order
2. Roll Call
3. Additions/Deletions to the Agenda
4. New Business:
 - a. Discussion on City of Nisswa stormwater protection provisions
 - Review of area jurisdiction standards for stormwater quality
 - DNR Resort Density Standards
 - Minnesota Shoreland Management Classifications
 - b. Discussion on parking standards
 - c. Discussion on façade materials and color schemes
 - d. Status of Nisswa Comprehensive Plan review
5. Adjourn

45
46 **MEETING MINUTES FROM MAY 7, 2018 SPECIAL MEETING**
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48 1. **Call to Order:** Haecker calls the meeting to order at 9:01 AM.
49

50 2. **Roll Call**
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52 3. **Additions/Deletions from the agenda**
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54 **MOTION:** Mann motioned to approve the agenda as presented, seconded by
55 Laufman. All members voting “Aye”, motion carries.
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57
58 4. **New Business:**
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60 a. **Discussion on City of Nisswa stormwater protection provisions**
61

62 Discussion on Haecker’s suggestions:

63 Looking at the Haecker’s suggestions within the agenda, Jacobson likes the
64 idea of stormwater being located in one spot in the ordinance, but thinks that
65 cross references throughout the ordinance could be beneficial as well, when
66 there is a topic that should be referencing stormwater. Haecker has concerns
67 with cross referencing, as when the ordinance is updated there could be a
68 chance that not all cross references will get updated. The commission agrees
69 that cross referencing will be the way to go on this. Mann and Beaver will
70 work on where the cross references will go. A suggested language would be
71 “reference 4.9.9 through 4.9.13.”
72

73 4.9.9 Stormwater Management and Shoreline Buffers (section, discussion):

74 Laufman suggested that the first paragraph state “before any land use permit is
75 issued”, instead of before a permit for new construction”. Jacobson suggested
76 that this line include in the shoreland area, as we will not be doing
77 assessments for property not on the water. Laufman would like to see that
78 4.9.12.I of our current ordinance is included as well, “The owner of any
79 shoreline is responsible for the maintenance and erosion prevention of that
80 shoreline”. Jacobson questioned if these assessments should be done by the
81 Planning & Zoning Administrator or just 2 Planning Commission members?
82 Commission agrees that it could be either or, but suggests that the entire
83 commission do some training on the Shore Rapid Assessment Model once or
84 twice a year to keep all members up to date on how to do this. The
85 commission discussed if we should keep the Crow Wing County model we
86 currently have or change to Cass County’s model. The commission agreed to
87 keep what we currently have.
88

89 4.9.10 Shoreline Buffer Standards (section, discussion):

90 No language changes discussed.
91

92 4.9.11 Stormwater Drainage (section, discussion):

93 McGeough noted that in the current ordinance it references both residential
94 and commercial uses, which should be noted as well. Laufman questioned in
95 “A” if a stormwater engineer would be too excessive for a small shed and
96 wondered if the city engineer could review. Haecker stated he would check
97 with Mark Hallan, City Engineer.

98
99 Haecker’s suggestions for 4.9.12 & 4.9.13: there were no changes or
100 discussion.

101
102 **DNR Resort Density Standards Discussion:**

103 Beaver stated that there are some discrepancies with our ordinance compared
104 to the DNR ordinance. Commission agrees to have a sub-committee created of
105 Mann & Beaver to go through and update our city ordinance and make sure
106 we are current with the DNR regulations.

107
108 **b. Discussion on parking standards**

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110 Laufman provided a document she created with suggested wording or ideas
111 she found from the City of Pequot Lakes. One thing she noted was section
112 5.13 states that, “adequate off-street parking shall be provided. On-street
113 parking is not allowed under any circumstances”. Central Business District
114 area would be exempt from this. This would hopefully help eliminate large
115 paved areas that are not being used and reduce impervious coverage. Laufman
116 would like to see that the landscaping requirement for parking lots: 4.8.5
117 landscaping in Parking Areas be kept. Haecker would like to see these
118 landscaping requirements move to the parking & loading section of the
119 ordinance. Haecker would like to leave the parking stalls requirement as is,
120 just change it from a minimum to a maximum requirement, and make Central
121 Business District exempt from these requirements. Beaver suggested
122 removing parking all together; no minimums or maximums. Jacobson thought
123 maybe the applicant could justify the need for the number of parking stalls
124 they are looking for. Laufman would like to see a guideline for parking and
125 remove the matrix that is currently in our ordinance.

126
127 Commission agreed to have McGeough put some guidelines together on
128 parking outside of Central Business District and present back to the planning
129 commission at the June meeting.

130
131 **c. Discussion on façade materials and color schemes**

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133 Haecker suggested that “fiberglass” should be removed from our ordinance
134 4.8.3.D. The commission agrees to this change.

135
136 Haecker suggests that we add “Fiber Cement siding” to 4.8.3.H. Commission
137 agrees to add “Fiber Cement siding”.

138
139 **Building Exterior Color Discussion:**

140 Jacobson stated he wasn’t sure we as a planning commission can dictate what
141 paint color an applicant chooses. We could suggest or recommend certain

142 colors to the applicant and discuss within the permit process. Commission
143 agrees that they like that we could suggest recommended colors.

144
145 Shawn Hansen (Nisswa Chamber) stated it would be anti-business to restrict a
146 business on what color they could paint their building and logo colors. The
147 variety of colors is what gives the downtown its character and charm.

148
149 Laufman believes this is ok downtown, but would somehow like to control
150 what the visual is when people enter and exit Nisswa. Laufman likes the City
151 of Pequot Lakes definition of Earth Tone, "A shade of color that, when
152 viewed from a distance, blends with the colors of the surrounding landscape".

153
154 McGeough is to update the wording in our current ordinance for façade
155 materials and color schemes.

156
157 **d. Status of Nisswa Comprehensive Plan review**

158
159 Laufman stated she is still working on the review and is still shooting for the
160 end of May to have a draft document for the Planning Commission to review.

161
162 Additional items to add to June's commission meeting: Archaeological Digs,
163 and Tree Clear Cutting Discussion.

- 164
165 **5. Adjourn: MOTION:** Mann motioned to adjourn the May 7, 2018 special
166 meeting at 11:22 AM, seconded by Swanson. All members voting "Aye", motion
167 carries.

168
169 Respectfully submitted,

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171 _____
172 Maggi Wentler, Deputy City Clerk