

Planning Commission Meeting Agenda,

Monday May 1, 2023 - 6:00 PM
Cologne Community Center, 1211 Village Parkway

Vision Statement

The City of Cologne is a vibrant small town that respects its heritage, embraces its future and offers a high quality of life for all who live, work and visit our community.

<i>Chairperson:</i>	Bernie Shambour
<i>Commissioner:</i>	Vickie Selness
<i>Commissioner:</i>	Jenn Brewington
<i>City Council Liaison:</i>	Carol Szaroletta
<i>Commissioner:</i>	Kevin Fafinski

NOTE: AGENDA ITEMS ARE APPROXIMATE AND SUBJECT TO CHANGE ACCORDING TO LENGTH OF DISCUSSION. TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE ARRIVE AT 6:00 PM.

- 1. CALL MEETING TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. PLANNING COMMISSION BUSINESS**
 - a. April 3, 2023 Planning Commission Meeting Minutes**
 - b. PUBLIC HEARING: Accessory Structure Ordinance Amendment**
 - c. Accessory Structure Ordinance Amendment**
 - d. Planning Commission Review of Farm Animals Ordinance**
- 5. BOARD REPORTS**
- 6. ANNOUNCEMENTS**
- 7. ADJOURN**

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1. CALL MEETING TO ORDER & ROLL CALL

Chairperson Shambour called the meeting to order at 6:00 PM with Commissioners Selness and Szaroletta present. Also present were City Administrator – Jesse Dickson and City Clerk – Michelle Morrison. Commissioner's Brewington and Fafinski were absent.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Motion by Commissioner Szaroletta to adopt the agenda as presented, second by Commissioner Selness. Motion carried 3-0.

4. PLANNING COMMISSION BUSINESS

a. March 6, 2023 Planning Commission Meeting Minutes

Motion by Commissioner Selness to approve the March 6, 2023 Planning Commission Minutes, second by Commissioner Szaroletta. Motion carried 3-0.

b. Village Market Concept Plan Presentation

Chair Shambour reviewed the Village Market Concept Plan and the memo from Cindy Nash, City Planner about the plan with questions around the number of parking spaces, impacts on storm water, creation of a TIF District, and public hearing requirements.

c. Kingdom Hall Sign Replacement Permit Application

The planning commission reviewed the application to replace the existing sign at 510 Conrad Ave S. with a new 7 ft high and 10 ft wide sign. Motion by Commissioner Selness to approve the sign permit, second by Commissioner Szaroletta. Motion carried 3-0.

5. BOARD REPORTS

6. ANNOUNCEMENTS

7. ADJOURN

Motion by Commissioner Szaroletta to adjourn at 6:52 PM, second by Commissioner Selness. Motion carried unanimously.

Respectfully Submitted:

Attest:

Michelle M Morrison, City Clerk

Bernie Shambour, Chairperson

Collaborative Planning, LLC

Memorandum

To: Planning Commission
From: Cindy Nash, AICP, EDFP
Date: April 27, 2023
Subject: Accessory Structures Ordinance

Following the February and March Planning Commission meeting, a draft ordinance has been prepared for public hearing. Included in the packet is that proposed ordinance to consider for a recommendation to the City Council. A redline that compares just the accessory structure section to the current ordinance is also included.

There was discussion on items that carry through other locations of the Zoning Ordinance. I have not prepared redlines for these but instead note them below.

1. **Impervious Surface.** Based on previous discussion, the lot coverage (impervious surface coverage) limit of the R-1 District would be increased from 25% to 35%. The exception to this is the shoreland overlay where more restrictive requirements would continue to apply.
2. **Existing Downtown Accessory Provision.** The draft ordinance removes the existing carve-outs for the downtown area so that anyone, regardless of whether they already have an attached garage, can construct an accessory building. With that was also removed all of the discussion about the need to convert an attached garage to living space, etc.

**CITY OF COLOGNE
CARVER COUNTY
STATE OF MINNESOTA**

ORDINANCE NO. 2023-

**AN ORDINANCE AMENDING THE CITY OF COLOGNE ZONING ORDINANCE
RELATED TO ACCESSORY STRUCTURES AND IMPERVIOUS SURFACE**

The City Council of Cologne, Minnesota ordains:

SECTION 1. RESCIND AND REPLACE SECTION. Section 153.016 of the Cologne Zoning Ordinance is hereby rescinded and a new Section 153.016 is added as follows:

153.016 ACCESSORY STRUCTURES.

(A) General. No accessory structure may be permitted on any parcel without a principal structure. Accessory structures and driveways may not be located within any easement areas. No accessory structures may be located in the required front yard (the area between the principal structure and the public right-of-way). Corner lots have front yard areas abutting both public rights-of-way.

(B) Site plan review and permit requirements.

(1) An administrative site plan review is required for the construction, erection, or placement of all detached accessory structures not exceeding 200 square feet in area. Any party intending to construct, erect, or place such a structure on any property must present a sketch plan of the property, including location of the principal structure and proposed location of the accessory structure, to the City Clerk. The City Clerk or designee shall promptly verify whether the proposed accessory structure meets the requirements of this chapter, or whether additional review or permitting is required. No site plan may be approved and no structure may be constructed unless in conformity with the requirements of this chapter.

(2) A building permit application and administrative site plan review is required for all detached accessory structures exceeding 200 square feet in area. A certificate of survey, including the location of the principal structure and proposed location of the accessory structure along with other information included on the checklist for a certificate of survey, shall be submitted with the application.

(C) Size limitations. In the R-1, R-2, R-3, and residential Planned Unit Developments, the sum of the building area of all garages, utility buildings, and other detached accessory structures shall not exceed a total of:

Lot Area (in square feet)	Maximum Total Floor Area of all Accessory Structures*	Maximum Number of Detached Accessory Structures
10,500 and smaller	1,000 square feet	2
10,501 to 21,780	1,200 square feet	2
21,781 to 43,560	1,400 square feet	2
43,561 and larger	1,600 square feet	2

1) Subject to maximum lot coverage limit contained in the underlying zoning district as shown in Section 153.043 or the shoreland overlay district provisions in Section 153.046, whichever is more restrictive .

(2) Commercial, industrial, or business buildings and structures for a use accessory to shall not exceed thirty (30) percent of the gross floor area of the principal use.

(3) At no time shall the ground floor area of a detached residential accessory structure 2, R-3, R-4, or PUD District exceed forty (40) percent of the combined ground floor area of the principal and accessory structure.

(D) Setback requirements. No accessory structure may be located in the required front yard in any zoning district. Accessory structures with permanent foundations must meet the setback requirements of the principal structure. Accessory structures built directly on the ground or without any permanent foundation shall meet the following minimum setback requirements:

Residential Districts Side yard: 5 feet

Rear yard: 10 feet

Non-residential Districts Side/Rear yard: 1/2 the principal structure setback

(E) Design considerations. All detached accessory structures in excess of 200 square feet shall be compatible with the principal structure in appearance, architectural style and building materials. A determination shall be made during the site plan review process whether a new or realigned driveway to the accessory structure is necessary and appropriate.

(F) Driveways. A building permit for any accessory structure with garage doors or other openings to facilitate the storage of motor vehicle equipment or trailers shall meet the following requirements:

(1) No additional or separate driveway entrances are permitted for access to an accessory structure. An accessory structure may be accessed from an extension of the existing driveway but an additional curb cut to access an accessory structure is not permitted. An exception to this requirement is if the accessory structure can be accessed from a driveway connecting to an alley that has been constructed to city standards and is maintained by the city.

(2) A driveway extension servicing an accessory structure will be no greater than eight feet in width and shall be constructed of either bituminous, concrete or decorative pavers.

(3) A driveway extension requires landscaping and/or screening along the portion of the driveway which abuts any adjacent properties.

(4) A driveway extension may not be located in any public easements or within the required side or rear yard setback (unless accessing from a public alley on the rear side of the lot).

SECTION 2. AMEND A PORTION OF A SECTION. The table of Dimensional Standards in Section 153.043 is hereby amended to change the Lot Coverage requirement in the R-1 Zoning District to 35%.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance as provided by Minn. Stat. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

SECTION 4. REPEALER

All prior ordinances to the extent that they are inconsistent with the terms and provisions of this Ordinance, shall be deemed repealed after the effective date of this Ordinance with regard to those inconsistent terms and provisions.

Passed by the City Council of Cologne this _____ day of _____, 2023.

Approved:

Matt Lein
Mayor

Attested:

Michelle Morrison
City Clerk

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April 27, 2023