

APPROVED
Minnetonka Beach Planning Commission Meeting Minutes
June 25, 2018

1. Call to Order

Chair Haag called the meeting to order at 7:01 pm.

2. Roll Call

Present: Chair Haag, Commissioners Anderson, Breazeale, Enlow, Halverson, Howarth, and Council Liaison Bartel. **Absent:** Moriarty

Staff in attendance: City Administrator Griffin

3. Approve Agenda

(Anderson Motion, Breazeale second to approve the agenda; all ayes). Motion passed.

4. Approve Minutes: May 21, 2018

Commissioner Howarth suggested a change to page 3 of 4 under item 6.3. The last sentence of the first paragraph should read: "Commissioner Howarth stated she doesn't think the general public understands what the financial impact of the median is relating related to the access trails".

(Anderson motion, Enlow second to approve the minutes of the regular Planning Commission meeting of May 21, 2018 as amended; all ayes). Motion passed.

5. Public Hearing

5.1. 2019 – 2023 Capital Improvement Program (CIP)

Chair Haag asked Administrator Griffin to review her letter in the packet dated June 25, 2018, relating to the CIP. Administrator Griffin explained the city's process for collecting input into the five-year capital plan and what the role of the Planning Commission is, which is to hold a public hearing and to determine whether the Capital Improvement Program is consistent with the comprehensive plan. Griffin stated that she and Commissioner Anderson met to review all of the worksheets and input was incorporated into the draft CIP. Griffin stated that the City Council will ultimately decide on what stays in the CIP, when the improvement will occur and how it will be funded. The Council is scheduled to decide on the CIP at their July 9th meeting, however, Griffin stated she was going to ask them to table approval of the plan until August so that the MN Department of Health survey results can be included. Ultimately the City Council will need to adopt the 2019 – 2023 CIP so that the 2019 CIP can be included in the budget process. The City Council must pass a preliminary budget and tax levy at the September 10, 2018 council meeting.

Chair Haag opened the public hearing at 7:10 p.m.

Lilla Gidlow - 2526 Arcola Lane – Ms. Gidlow asked for clarification on what the Planning Commission role is regarding the CIP and what weight they have on decisions that are made by the City. She has concerns about the crossing at Arcola Lane. She asked the Planning Commission about the \$100,000 in the CIP to provide the access paths to the raised median. She doesn't think residents understand this cost in relation to the number of people who would use the paths and the median. She wanted to know if they would consider delaying their recommendations to Council to get more information and more input from the public. She wants to know where the Planning Commission stands on the crossing issue. Chair Haag stated that the Planning Commission supports the access paths and added them to the plan at their last meeting. Administrator Griffin stated that the Planning Commission's role is to ensure the CIP is consistent with the comprehensive plan and the current plan does have a provision for crossing Shoreline Drive.

Commissioner Anderson stated she had similar thoughts of Ms. Gidlow and she clarified that the first step for the Planning Commission is to recommend approval if the CIP is consistent with comprehensive plan. The commission can discuss and make other recommendations on the merits of the plan.

Commissioner Breazeale asked Ms. Gidlow for clarification on her comments. She stated that her main concern is the safety of the drivers and pedestrians using this road. She has concerns about how the delineators are placed and the negative impact on Arcola Lane. She stated that the delineators are placed in such a way that it prevents drivers from getting around and passing on the right resulting in possible rear-ending accidents. She stated that going eastbound there is no left turn lane for drivers turning left on Arcola. She stated that the bump out on Arcola narrows the access to Arcola Lane dramatically and that school buses and boat trailers can't make the turn on to Arcola from Shoreline.

She feels the proposed improvements will be less safe for drivers overall, and the median will only benefit a few residents, with great expense to the City.

Maxine Dunlap - 2514 Arcola Lane – She stated that she agrees with Ms. Gidlow. She asked the Police Department to come and drive the area. She has concerns about access to Arcola Lane with the bump out. She has seen vehicles backing up. Another resident talked to the bus driver and they were not happy with the improvement. She also stated concerns about the winter when there are big snowfalls and the road isn't yet plowed. Drivers will drive over the median.

Commissioner Halverson stated that Bob Byers, from Hennepin County Transportation has been receiving input from residents. Commissioner Howarth stated that she agreed with access issues to Arcola Lane, particularly bus driver's issues. She stated that Byer's response to these concerns was inconsistent with how they have been taught to drive.

Griffin stated that Byers has received about 20 emails from residents and has responded to each one. The input will be compiled as part of the overall review of the project.

Council Liaison Bartel encouraged Commissioners to drive the area themselves from all directions to become familiar with the area.

Commissioner Halverson stated she has been driving the area and hasn't the same experience. She did state that the bump out may be too far out and believes that Hennepin County will be making some adjustments to this area. There will be a meeting to review the study

Nell Mathews – 2643 Arcola Lane

Mathews asked a process questions about Civic's input into the CIP, items 1, 4, and 5 under the Streets section. She thought the transportation issues were the result of the Planning Commission Transportation Study and not from Civic.

Her point was that she didn't want there to be confusion about what Civic's role is relating to the CIP. She stated they are not a political organization, they don't hold public hearings, she doesn't think they took a vote. She asked Planning to consider showing the Planning Commission and Utilities as recommending/supporting these items rather than Civic on their own. Griffin clarified that Civic has been asked for input into the CIP for years, so that is consistent with all other city committees and commissions. Enlow stated that in the future maybe Civic submit their input to the appropriate committee or commission rather than submit a worksheet on their own.

Chair Haag closed public hearing at 7:42 pm

Commissioner Anderson stated that she wanted to address the Shoreline Drive raised median and make a motion. She made the following points:

1. The grant for the access paths was denied for 2019 and she doesn't think they will get approved in the future. The total cost to the City for the access paths is estimated to be \$100,000, or about 10% of annual budget.
2. She stated she believes the location may be in question and asked whether another location would be more economical.

3. The trial period was to be completed in September and there will be information meetings, but no final findings until fall. The public was told that the final plans would be made available along with costs, location and any other information.
4. Hennepin County will need to submit final plans on the crossing at that time.
5. Public input will be taken on final plans and related information.
6. City Council will then make a final decision.

Since it will be a few more months before Council will have to make a decision, Anderson's suggestion is for the Planning Commission to recommend to the City Council that they defer any further action on issues related to the raised medians until all of these issues have been resolved. Deferring actions addresses these moving parts and unknowns.

After some discussion, Commissioners decided to vote on the Capital Improvement Program first.

Chair Haag asked Commissioners if there were any other comments on the CIP.

(Anderson motion, Halverson second that the Planning Commission affirms that the 2019-2023 Capital Improvement Program conforms to the Comprehensive Plan; all ayes). Motion passed.

Going back to Commissioners Anderson's comments about the crossing and raised median, she made the following motion:

(Anderson motion, Enlow second that the PC recommendation to the City Council that they defer any action on the Shoreline Drive crossing until such time as the items stated above have been completed. Ayes: Anderson, Breazeale, Enlow, Howarth; nays: Halverson, Haag.) Motion passed.

Resident Mathews mentioned the subcommittee meeting on July 16th and it was asked if the Police Chief was going to be invited. Commissioner Halverson stated that they would invite Chief Farniok.

6. Old Business

6.1. Sign Ordinance – Final Review

Chair Haag stated that the Planning Commission asked to see the final version after last month's meeting where a couple changes were made. Administrator Griffin noted that the version in the initial packet was later corrected and emailed out on June 25th, prior to the Commission meeting. Commissioner Enlow contacted Ben Gozola after the initial copy went into the packet with a few changes which were then incorporated into the final draft by Zoning Administrator Gozola.

There were questions raised by commissioners regarding references in sign ordinance to other section of the zoning code, specifically on lines 202 – 226. Griffin will follow up and get clarification from Zoning Administrator Gozola.

(Enlow motion, Breazeale second to recommend to the City Council approval of Ordinance No. 118, 2nd Series subject to clarification of the references on lines 202-226 of the ordinance document; All ayes.) Motion passed.

6.2. 2016 Transportation Study Update

6.2.1. Sambatek Traffic Calming Proposal

Chair Haag stated he, Commissioner Halverson and Administrator Griffin worked with Mike Kuno from Sambatek on the proposal that would have gone to the City Council in June, but the June Council meeting was cancelled.

Chair Haag pointed out the new, updated memorandum from Sambatek added to the packet. Griffin stated that the updated memo was sent out Friday and printed for commissioners today. The memo included recommendations for five speed bumps, three on Lafayette Road near 2422, 2432 and 2462 Lafayette Road, and also two at the curve near 2315 Lafayette Road. The recommendations also

included proper “bump ahead” signage, and double yellow striping on the centerline between the speed bumps near 2315 Lafayette Road.

Commissioner Breazeale stated that he liked the recommendation on the speed bumps, thought the idea of installing a speed sign was unnecessary.

(Breazeale motion, Howarth second that the Planning Commission recommends to the City Council the installation of removeable speed bumps as recommended by the Sambatek Lafayette Road Traffic Calming study dated June 22, 2018; to include five locations on Lafayette Road, speed bump warning signs and painted center line on the curve near 2315 Lafayette Road, not to exceed \$6000 of previously budgeted funds. All ayes.) Motion passed.

6.2.2. Parking and Signage

Chair Haag asked if there were any new issues regarding parking and signage. Commissioners discussed the idea of restricting parking on all streets and give families guest passes. Commissioner Halverson recommended having public input and discussion on this issue. She knows that other cities do it but would want public input before recommending it to the City Council. Commissioner Anderson said there would be issues with guests coming and not having permits and getting ticketed.

Commissioner Breazeale suggested that perhaps the Commission step back on this issue for now since the City is in the middle of the Shoreline Drive raised median and crossing issue. Commissioners decided to wait until October and then decide if this is still an issue and how to move forward.

Resident Nell Mathews suggested that instead of having a public hearing on a vague topic such as parking, that the hearing be specific as to what is under discussion. Commissioners agreed on this approach.

There was more discussion on the median crossing and Commissioner Breazeale mentioned the July 16th Subcommittee meeting. Commissioners discussed some previous options and how the City got to the present design with the delineators. Commissioner Halverson expressed that she is genuinely interested in resident comments and input. Chair Haag stated that he feels this issue has been studied extensively over the years, and this rendition needs to take its course.

7. Reports

- 7.1. Chairperson – Nothing to add.
- 7.2. Commissioner Reports- No reports
- 7.3. Council Liaison Bartel – Council Member Bartel asked about the format of the July 16th meeting. Halverson stated that Bob Byers is working on the format. Griffin stated that she spoke to him and he will give a report, and the expectation is that residents will be able to speak at the meeting as well. She had no further report because Council didn’t meet in June due to the lack of a quorum.
- 7.4. Building Permit Report – received
- 7.5. Staff report – Griffin stated that the city has received a land use application for a minor subdivision and variances for the Check property which will likely come to the Planning Commission in July and Council in August.

8. ADJOURNMENT

(Breazeale motion, Halverson second to adjourn; all ayes). Motion passed.

Meeting adjourned at 8:59 p.m.

PUBLIC IN ATTENDANCE – The following individuals signed the sign-in sheet: Nell Mathews, Lilla Gidlow, Maxine Dunlap.

Minutes respectfully submitted by City Administrator Susanne Griffin.

Susanne Griffin, City Administrator