

EAST BETHEL SPECIAL PLANNING COMMISSION MEETING
May 9, 2023

MEMBERS PRESENT: Chair Tanner Balfany, Glenn Terry, Sherry Allenspach, Sharon Johnson, Randy Plaisance, and Joe Reiter

MEMBERS ABSENT: Gabriel Hanschen

ALSO PRESENT: Jack Davis, City Administrator
Aaron Berg, Zoning Administrator/City Planner
Tim Harrington, Mayor
Kevin Lewis, City Council Liaison

1.0 Call to Order

Chair Balfany called the Special Planning Commission meeting to order at 7:30 pm.

2.0 Adopt Agenda

Commissioner Johnson moved and Commissioner Allenspach seconded to adopt the agenda as presented. Balfany asked any discussion? To the motion, all in favor say aye. **All in favor.** Balfany asked any opposed? That motion passes. **Motion passes unanimously.**

3.0 Oath of Office – Commissioner Joe Reiter

Berg administered the Oath of Office to Joe Reiter.

4.0 Public Hearing: Zoning Map Amendment – 23620 Baltimore St NE

Berg reviewed staff's report stating on July 9th, 2021 River West Homes Inc. purchased (PIN: 32-34-23-12-0022), 23620 Baltimore St NE, from St Andrews Lutheran Church. Although this was originally platted in September of 2001 as Lot 7 of Block 1 of the Birch Meadows 2nd Edition, this parcel was subsequently zoned (P) Public as a result of the previous owner being a church.

Berg stated the City received a request for the rezoning from River West Homes Inc. who has constructed a single-family residence on the parcel. The Birch Meadows subdivision is Zoned Single Family (R-1) therefor the rezoning would be consistent with surrounding properties.

Berg indicated the rezoning request aligns with the approved 2040 Comprehensive Plan. The single-family residential (R-1) district is intended and designed to provide for certain low-density residential areas now developed with single-family dwellings and areas where similar residential development is likely to occur. No more than one single-family dwelling is permitted per lot. There are no Comprehensive Plan changes required for this rezoning.

Berg requested the Planning Commission hold a public hearing and make a recommendation of approval to the City Council for the zoning amendment to the City of East Bethel Official Zoning Map.

Balfany opened the public hearing at 7:32 p.m.

There were no comments made.

Balfany closed the public hearing at 7:32 p.m.

Commissioner Balfany moved and Commissioner Johnson seconded to recommend approval Ordinance 2023-08 to City Council for the Zoning Amendment to the City of East Bethel Official Zoning Map. Balfany asked any discussion?

Plaisance asked if this was the only parcel, other than the lot owned by the Church, that was currently in the different zoning. Berg responded that was correct and he showed the location on the map. He noted

the church no longer owned the lot and there was no reason to keep it zoned public or institutional at his point so it could be put back into the subdivision as a residential parcel as it was originally platted in 2001.

Reiter asked if it would be possible in the future when the Commissioners get these kinds of changes, if staff would get the lot specified in the language instead of just the map for a clear record of any changes in the future. Plaisance noted normally there is a PIN number attached to the Ordinance. He stated this might be different because it is a zoning change. He stated normally when an Ordinance is changed, it affects more than one property.

Balfany stated they were just updating the zoning map to show that this parcel was being changed from public institutional to residential and it was an update to the entire map based on this one parcel.

Plaisance asked if Reiter was asking for something more specific in the Ordinance that would identify the property either by the PIN number or the address to identify this change. Berg responded he would research this. He noted the other two experiences he has had working for the City is that this was the template that was used in the last two rezoning Ordinance changes/map amendments so he continued to use that same format. He stated he had no issue researching it further if that was the wish of the Commission.

Reiter stated if they don't need to do it, that is fine but he believed it would be clearer for posterity just to have the changed language in the Ordinance as well so when people are looking at this in the future they don't have to review the maps to figure it out. He noted this was a small change on the map that it might be missed as to what the change was, but he had no issue with this request. Berg responded he would look into this further to see what could be done.

To the motion, all in favor say aye. **All in favor.** Balfany asked any opposed? That motion passes. **Motion passes unanimously.**

Berg stated last night during the City Council meeting, two of the four Ordinances the Planning Commission reviewed at their prior meeting would be coming back to the Commission for further review and recommendations for something more formal. He stated the City Council also agreed to allow the EDA to review those two Ordinance Amendments as well for more feedback.

Balfany asked if the Council was looking for unanimous recommendations. Berg responded the Council was not looking for unanimous recommendations, just a more formal action/recommendation versus one Commissioner thought this, one thought that, etc.

Balfany stated the way it was presented to the Commission, he thought the Council was just looking for feedback. Berg agreed, but those two were more involved than just looking for feedback and there probably should have been formal recommendations.

Balfany stated if that was what the Council was looking for, they should have indicated that was what they were looking for.

Reiter stated he had watched the meeting last night and Councilmember Smith did appreciate the feedback and the language changes from homeowner to when the permit was pulled. Johnson indicated she did not remember hearing that.

Balfany stated at the City Council Work Meeting a couple of weeks ago, some of the language in the Council packet was important and he recommended every person on the Commission look at that and see how the City Council feels and depicting the Commissioners and what the Council's intentions are for the Commission/Commissioners.

5.0 Adjournment

Commissioner Johnson moved and Commissioner Allenspach seconded to adjourn at 7:40 pm.
Balfany asked any discussion? To the motion, all in favor say aye. **All in favor.** Balfany asked any
opposed? That motion passes. **Motion passes unanimously.**

Submitted by:

Kathy Altman

TimeSaver Off Site Secretarial, Inc.