



PLANNING COMMISSION

City Hall—Shared Vision Room, 3989 Central Ave NE

Tuesday, December 03, 2024

6:00 PM

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, or by using Microsoft Teams Meeting at columbiaheightsmn.gov/joinameeting: ID 252 586 988 371, Passcode ugquG3. For questions, please contact Administration at 763-706-3610.

Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.

CALL TO ORDER/ROLL CALL

APPROVE MINUTES

- 1. Accept November 6, 2024 Planning Commission Meeting Minutes**

PUBLIC HEARINGS

OTHER BUSINESS

- 2. Planning Commission Workshop Items**
 - a. Zoning Permits in 9.104 (Seasonal Sales Stands, Accessory Structures under 200 sq. ft., Fencing over 6 feet in height, and Parking/Impervious Surfaces)**
 - b. Permitted and Conditional Uses in Zones**
 - c. Accessory Dwelling Unit Permits.**
 - d. Parking Discussion**

ADJOURNMENT

Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.

MINUTES
CITY OF COLUMBIA HEIGHTS
PLANNING COMMISSION MEETING
WEDNESDAY, NOVEMBER 06, 2024

Item 1.

The meeting was called to order at 6:01 pm by Chair Wolfe.

CALL TO ORDER/ROLL CALL

Commissioners present: Eric Sahnou, Tom Kaiser, Paul Moses, Laurel Deneen, Clara Wolfe, and John Gianoulis

Also present: Andrew Boucher, City Planner; Sarah LaVoi, Administrative Assistant; Mitch Forney, Community Development Director; Connie Buesgens, Council Liaison.

APPROVAL OF MINUTES

1. Approval of October 01, 2024 Planning Commission Meeting Minutes

Motion by Sahnou, seconded by Deneen, to approve the minutes from the meeting of October 01, 2024. All ayes. MOTION PASSED.

PUBLIC HEARINGS

2. Zoning Ordinance Amendment to amend Chapter 9 – Land Use: 9.104 Administration and Enforcement

Introduction: Boucher stated at the August Work Session, City Council discussed code enforcements and updates to City Code to allow for administrative code enforcement. This is based on observations, feedback, and recommendations from staff and community members to provide a more timely and informal resolution to code enforcement violations of the Zoning Code. Minnesota Statute 462.362 – Enforcement and Penalty enables a municipality to, by ordinance, provide for the enforcement of ordinances or regulations adopted; Chapter 6 – Administration of City Affairs in the City Charter explicitly states that the City Manager has the authority to prepare and submit to the Council for adoption an administrative code incorporating the details of administrative procedure and suggest amendments to the same.

Boucher added at the first and second meetings in September 2024, the City Council approved the readings of an amendment to Chapter 3: Administrative Code to allow for administrative citations and at the first meeting in October 2024, the City Council approved an amendment to the fee schedule setting the fees for the levels of citation and Hearing Examiner compensation.

Recommendation: Boucher noted Staff proposes updating the existing ordinance, Chapter 9 – Land Use: 9.104 Administration and Enforcement (P)(3) Violations and penalties with the following amendment:

1. Amend (P)(3) to allow for the use of administrative citations as an alternative to enforcement of a misdemeanor processed through the Anoka County Criminal Court System

Public Hearing Opened.

There were no public comments.

Public Hearing Closed.

Wolfe closed the public hearing.

Motion by Deneen, seconded by Gianoulis, to waive the reading of the Ordinance amendment No. 1708, there being ample copies available to the public. All ayes. MOTION PASSED.

Motion by Wolfe, seconded by Moses, to recommend to the City Council to approve draft Zoning Ordinance Amendment No. 1708 as presented. All ayes. MOTION PASSED.

3. Site Plan Review for 999 50th Avenue NE

4. Conditional Use Permit for Over-Height Sound Barrier (Fence) at 999 50th Avenue NE

Boucher stated items 3 and 4 were removed from the Agenda because the applicant decided to withdraw the application as they are not moving forward with the project.

OTHER BUSINESS

Forney mentioned that there would be a workshop for auto uses, and similar uses in commercial districts in December. In addition, Staff will bring up some Code amendments that they are looking to add.

ADJOURNMENT

Wolfe adjourned the meeting at 6:06 pm.

Respectfully submitted,

Sarah LaVoie, Administrative Assistant

AGENDA SECTION	WORK SESSION
MEETING DATE	DECEMBER 3, 2024

ITEM:	Discussion on Chapter 9 – Land Use		
DEPARTMENT:	Community Development	BY/DATE:	Andrew Boucher, City Planner November 25, 2024

INTRODUCTION:

Staff is tracking potential updates to City Zoning Code – Chapter 9 Land Use based on observations, feedback, and recommendations from staff and community members to make adjustments to the Zoning Code that reflect the needs of the community while encouraging consistency as future development occurs.

Some items up for discussion include, but are not limited to:

9.104 Administration and Enforcement - Interim Uses are no longer applicable in the Zoning Code as there are no uses at this point that would require an Interim Use Permit. Staff would like to bring forward a zoning text amendment in the future to replace Interim Uses with a Zoning Review Permit. This would allow for certain items such as over-height fences, seasonal sales stands, accessory structures under 200 sq. ft., and parking/impervious surface additions to be reviewed administratively as well as establishing a permit for Accessory Dwelling Units.

9.107 Specific Development Standards changes would include requiring a sound study as a specific condition for car washes as well as considering adding the minimum of one acre of property to this use along with recreational vehicle sales.

9.110 Commercial Districts and 9.111 Industrial Districts will include removing fences greater than six feet in height from conditional uses to permitted accessory uses as well as adjusting General Business (GB) to move minor automobile and motorcycle repair and car washes from permitted uses to conditional uses along with consignment/secondhand stores from conditional uses to permitted uses. In I-1 and I-2 Districts, major and minor automobile repair could have changes from permitted to conditional uses unless there is a desire to continue to have these as permitted uses.

9.106 General Development Standards includes parking items for discussion, specifically around multi-family parking standards. The City currently does not define parking requirements by zone apart from the Central Business District, which is an off-street parking district where off-street parking is not required for non-residential land uses, but is required for residential uses. Many multi-family developments proposed within the City are handled as PUDs rather than proceeding by right or requiring only rezoning. The Limited Business (LB) district also has difficulty meeting off-street parking requirements and as a result, the majority of these properties are considered legally nonconforming.

This prompted discussion about whether the City's current parking standards are too restrictive or unattainable, warranting a potential review and adjustment. The purpose of the zoning code is to establish consistent standards for similar projects that encourage predictable and equitable development outcomes. However, the frequent reliance on PUDs for relatively straightforward redevelopments—such as single-parcel

single-use residential projects—raises concerns about whether the existing standards reflect the City’s goals and practical realities.

The City strives to ensure that multifamily housing developments provide adequate parking without burdening residents or the community. However, if concessions are regularly made during the development process, it may be time to reevaluate the standards. To facilitate this discussion, staff have compiled a comparison of parking standards from other metropolitan municipalities and similar projects.

Columbia Heights	One Bedroom: 1 per unit, Must be Enclosed. Two Bedroom or Larger Units: 2 per unit, two must be enclosed. <ul style="list-style-type: none"> The Col has 62 units with 46 stalls underground, 62 above ground which meets the current requirement but are allowed to have uncovered stalls. Grand Central Flats is 200 units with 217 below and 32 above, and lacks 17 of the total spaces required.
Fridley	At least one and one-half (1-1/2) spaces per one (1) bedroom unit, plus one-half (1/2) space for each additional bedroom unit per dwelling unit.
Richfield	Two off-street parking spaces shall be provided for each dwelling unit. The Council, at its discretion, may reduce the minimum required parking to not less than 1.5 parking spaces per unit for multifamily structures with seven or more units, after consideration of factors including but not limited to the present or future availability of transit services, shared parking, pedestrian orientation, and occupancy characteristics.
Robbinsdale	one and one-half fee-free spaces per unit
New Hope	At least one enclosed and one and one-fourth open spaces per unit.
Saint Luis Park	Per unit: Studio - 1 space, One bedroom – 1 space, Two bedroom – 1.5 spaces, Three bedroom – 2 spaces, Four bedroom – 2 spaces An additional 5% of the required parking shall be provided for guest parking.
Brooklyn Center	2 spaces per unit
Hopkins	TOD 1.2 (enclosed) per dwelling unit, 1 per studio/1 BR dwelling unit 2 per 2B or larger dwelling unit
Brooklyn Park	2 spaces per unit, plus 0.5 spaces for each unit for guest parking A minimum of one half of the number of required parking spaces must be enclosed within garages or an underground parking facility.
Roseville	1 space per bedroom plus .25 spaces per every 1 unit for visitor parking.
Maplewood	Two per unit. One space must be enclosed
West St Paul	a minimum of one and one-half stalls shall be provided for each unit that is a studio, one-bedroom, or two-bedroom apartment, and a minimum of two stalls for each unit that has three or more bedrooms.
Bloomington	One bedroom and efficiency units 1.6 spaces per dwelling unit Two or more bedrooms 2.0 spaces per dwelling unit Additional requirements for units of all sizes Of the above requirements, at least 1 space per unit must be within a fully enclosed garage or covered within a structured parking ramp

This information is presented to the Planning Commission for open discussion and consideration.

RECOMMENDATION

Staff recommends the following amendments to the Zoning Code:

- A. Amending 9.104 Administration and Enforcement (I) to change Interim Use Permit to Zoning Review Permit and including over-height fences, seasonal sales stands, accessory structures under 200 sq. ft., and parking/impervious surface additions to be reviewed administratively as well as establishing a permit for Accessory Dwelling Units.
- B. Amending 9.106 General Development Standards to reduce the minimum required parking for two bedroom or more dwelling units to 2 spaces per unit with one of these being enclosed.
- C. Amending 9.107 Specific Development Standards to require a sound study as a specific condition for car washes as well as considering adding the minimum of one acre of property to this use along with recreational vehicle sales.
- D. Amending 9.110 Commercial Districts and 9.111 Industrial Districts to remove fences greater than six feet in height from conditional uses to permitted accessory use, adjusting General Business (GB) to move minor automobile and motorcycle repair and car washes from permitted uses to conditional uses, along with consignment/secondhand stores from conditional uses to permitted uses. In I-1 and I-2 Districts, major and minor automobile repair could have changes from permitted to conditional uses unless there is a desire to continue to have these as permitted uses.
- E. Amending 9.110 Commercial Districts and identifying the Limited Business (LB) district as an off-street parking district where off-street parking is not required for non-residential land uses.