

Regular Meeting
Gladstone Planning Commission
April 6th, 2021
5:00 PM

A REGULAR MEETING OF THE GLADSTONE PLANNING COMMISSION

PRESENT: Commissioner: Butch, Woodworth, Strom and Ross

ABSENT: Commissioner Haulotte-Excused and Commissioners Granger and Nelson

- I. **Call to Order** – Commissioner Woodworth called the regular meeting of the Gladstone Planning Commission to order at 5:01PM.
- II. **Roll Call** –Roll Call was noted by Zoning Administrator; Renée Barron
- III. **Approval and/or corrections of September 1st, 2020 Regular Meeting Minutes and the October 13th, 2020 Special Meeting Minutes:**
Motion by Commissioner Butch; seconded by Commissioner Strom to approve the October 13th, 2020 Regular Meeting Minutes and October 13th, 2020 Special Meeting Minutes as presented. MOTION CARRIED
- IV. **Additions to the Agenda:** None
- V. **Public Hearings:** None
- VI. **Unfinished Business:** None
- VII. **New Business**
 - A. **Site Plan Review: Payne & Dolan (801 Clark Drive) Parcel 052-459-002-00**
Barron reviewed a site plan application submitted by Payne & Dolan for a new office building at their location on Clark Drive. The site is zoned I-2 Heavy Industrial. Barron stated the 7 acre property has existing buildings and the proposed building will be 5,183 SF in size and be utilized as an office building for various staff. Setbacks, lot requirements, parking and land use were evaluated by staff. Staff recommended approval of the plan as submitted. Barry Lund was present at the meeting and discussed including a french drain or swail on the property to ensure proper water drainage.
Motion by Commissioner Strom; seconded by Commissioner Butch to approve the Site Plan as submitted with a condition to add a french drain or swail as recommended by staff to ensure proper water drainage at this location. MOTION CARRIED
 - B. **Site Plan Review: Bradley Hansen (3801 Hwy M-35) Parcel 052-618-001-70**
Barron reviewed the Site Plan Application for storage units to be developed at 3801 Hwy M-35. This site is zoned I-2 Heavy Industrial and is just under 7 acres. The proposal was reviewed with staff and the following recommendations were made:

- Outdoor storage of trailers/rvs will trigger a fence to be required around the perimeter of the area where outdoor storage is utilized.
- Upon site plan approval the owner has 3 years to develop the site as submitted. After 3 years any undeveloped portion of the plan that wishes to continue to be developed must be revisited by the Planning Commission for consideration.
- Any changes to the plan shall be submitted to the Zoning Administrator for consideration prior to construction.
- An approved fence permit and sign permit are required for the site prior to these activities commencing.

Motion by Commissioner Butch; seconded by Commissioner Ross that the site plan be approved as presented with the recommendations from staff noted as a required part of the proposal.

Discussion: Commissioners and Staff discussed water drainage and driveway entrances that are going to be governed by the county as that area is in their jurisdiction.

MOTION CARRIED

C. Site Plan Review: Charles Kang (400 N. 10th Street) Parcel 052-621-005-20
Barron reviewed a site plan application submitted by Charles Kang for storage units at his location on 10th Street. The site is zoned I-1 Light Industrial and is slightly over 3 acres in size. Staff reviewed the proposal and recommended approval of the site plan as submitted with a recommendation to ensure that water drainage be directed away from 10th Street as water issues already exist in that area.

Motion by Commissioner Strom; seconded by Commissioner Woodworth to approve the site plan as presented with the recommendation from staff noted as a required part of the proposal.

MOTION CARRIED

D. Gladstone Planning Commission 2021 Regular Meeting Schedule

Motion by Commissioner Butch; seconded by Commissioner Ross to approve the meeting schedule as presented.

MOTION CARRIED

E. Storage/Shipping Container Ordinance

A proposed draft ordinance was presented to the Planning Commission to review for discussion on this issue. Barron presented information that the city has long been thinking about implementing this type of ordinance and stated that a company used to sell shipping containers in Gladstone's Industrial Park. She also reported that there are a few of this type of containers around the city and currently the only thing that regulates them can be found in the definition section of the code under accessory buildings which states that accessory buildings have to look like the primary building. A more detailed ordinance would help firm up the guidelines and provide better language when it comes to these types of buildings.

Commissioner Strom presented a sample ordinance he would like the Planning Commission to consider that is tailored to our current code. A resident was available

at the meeting that spoke in favor of utilizing shipping containers as accessory building. She stated they can be painted to match home, have windows and garage doors installed and as building prices are high the shipping containers become a viable option and can be made to look like the home.

The Planning Commission directed staff to look into what other cities are doing and to place the item on the next agenda as unfinished business.

VIII. Public Comment: None

IX. Information Sharing:

- A. City Manager; Eric Buckman was present and reviewed final activities with the 4th and 9th Street project. Everything finished within budget and on time. He reviewed the new 15th Street project.
- B. Community Development: Barron shared updates on building development and the DDA activities.

IX. Commissioner Comments: None

XI. Adjournment – *With no further business the meeting adjourned at 6:43PM.*
MOTION CARRIED

NEXT REGULAR MEETING SCHEDULED FOR May 4th, 2021 at 5:00PM.

Renée Barron
Recording Secretary

Howard Haulotte, Chairman