

AGENDA
PLANNING & ZONING COMMISSION
MILBANK CITY COUNCIL SPECIAL MEETING
February 28, 2022

PURSUANT TO DUE CALL AND NOTICE THEREOF, a special meeting of the City Council and Planning Commission was duly held jointly at City Hall on February 28, 2022 at 6:00 PM. The following members were present: Mayor Pat Raffety, Councilmen Scott Hoeke, Mindy Rogers, Josh Karels, Roger Briggs and Steve Wiener, Mike Hanson. Planning Commission members: Bob Frink, Connie Larson, Jacob Ebsen, Dick Schmeichel, Sharon Pinkert and Jason Sackreiter. Present from the staff: Attorney Reedstrom, John Forman, Cynthia Schumacher, Brandy Blauert. Present from the public: Luke Muller, Holli Seehafer, Kathy Ward, and Hans Sacrison.

Mayor Raffety called the meeting to order, and roll call of the City Council and Planning Commission was taken. A motion was made and seconded to convene jointly as the City Council and Planning Commission.

Planning Chairman Sackreiter asked for a motion to recommend approval of Ordinance 842 to the City Council. Motion by Frink second by Larson. Sackreiter then opened the floor for public input and started with First District Senior Planner, Luke Muller. Luke reviewed the updates to Chapter 17 Zoning, and changes since the initial draft in December 2021. He went through each of the five ordinance sections. Discussion was had regarding Section 17.02.02 Violations/Penalties for Violation, and Chapter 17.08.01 Purposes of Single Family Residential District. After the Planning Commission reviewed each section of the ordinance, and hearing comments. The following amendments were made.

1. 17.02.02 1a. & 1b. – remove “verbally” and “verbal” notification. A motion was made by Larson, seconded by Schmeichel. Motion carried 6-0.
2. 17.08.01 – change wording “The purpose of the “R1” Single Family Residential District is to provide locations for low-density residential dwellings. Restrictions and requirements are intended to preserve and protect the residential character by preventing uses which may be incompatible with Single Family Residential and Twin Homes.” A motion was made by Schmeichel and seconded by Larson. Motion carried 6-0.
3. Changes since December 2021 final draft.
 - a. Create uniformity in references to “Home Day Cares” (Previous language caused question as to whether day cares could even be operated out of a home AND also be licensed).
 - b. Incorporated previously adopted definitions regarding Twin Homes.
 - c. Added table to 17.15.06 (I2) (rather than leaving it written out).
 - d. Removed reference to “intensity” (old language) in PUD Section.
 - e. Change Clear View Triangle from 50’ to 75’ (Recommended by Planning Commission but missed in the draft).
 - f. Added reference to decreased front yard on corner lots in tables of residential district setbacks (distance not changed, just a more practical reference).
 - g. Replaced references of “adequate” to references of specific standards found elsewhere in the ordinance or listed a standard in its place.
 - h. Formatting and grammatical/spelling edits apparent after creating compiled draft. (Including street names on zoning map needing to be changed/shown).

A motion to amend Ordinance 842 including changes since December 2021 final draft by Frink and seconded by Larson. Motion carried 6-0.

Planning Chairman Sackreiter asked for a motion to recommend approval of Ordinance 842 as amended to the City Council. Motion by Frink second by Ebsen. Motion carried 6-0.

A motion was made by Frink and seconded by Larson to adjourn the meeting. Motion carried 6-0.

The next regular meeting will be held on March 7, 2022 @ 6:00 p.m.

Brandy Blauert, Administrative Assistant

Planning & Zoning President, Jason Sackreiter

City Administrator, John Forman