

Planning Commission
City Hall
Council Chambers

1. Call To Order/Roll Call

1.A. Agenda

Documents:

[02-21-17 CANCELLED.PDF](#)

2. Approve Minutes

3. Public Hearings

4. Work Session

4.A. Work Session Agenda

Documents:

[WORK SESSION AGENDA.PDF](#)

4.B. 2A

Documents:

[2A. PC WORK SESSION MEMO RE. DRIVEWAY CURBCUTS .PDF](#)

4.C. Ws 3B Zoning Text

Documents:

[3B. ZONING TEXT AMENDMENT.PDF](#)

5. Adjourn

***FARIBAULT PLANNING COMMISSION
AGENDA***

Tuesday, February 21, 2017

3rd Floor Conference Room

6:00 PM

**REGULAR MEETING
IS CANCELLED**

**WORK SESSION ONLY
6:00 PM**

3rd Floor Conference Room

*Please contact the City Planning Division (507.333.0387) if you need special accommodations related to a disability to attend this meeting.
The Public Hearings are broadcast live on FCTV.*

FARIBAULT PLANNING COMMISSION WORK SESSION

Tuesday, February 21, 2017

3rd Floor Conference Room

6:00 PM

1. CALL TO ORDER

2. ITEMS FOR DISCUSSION)

- A. Residential Driveway Curb Cut Regulations
- B. Zoning Text Amendment-Curb Cut Requirements

3. ROUTINE BUSINESS

- A. Update on City Council Action
- B. EDA Update
- C. Next Meeting – March 6, 2017

4. ADJOURN

PLANNING COMMISSION

Work Session Meeting – Tuesday, February 21, 2017

To:	Planning Commission Members
From:	Peter Waldock, AICP, Planning Coordinator
Applicant:	City of Faribault
Owner:	N/A
Request:	Discussion of Residential Driveway Curb-Cut Regulations in the UDO

BACKGROUND / SUMMARY

The City Council received a request from a homeowner on Woodland Drive to allow two driveway curb-cuts in order to allow him to complete a circular driveway he had started to construct. The City Council at a Joint Committee meeting held October 11th discussed the issues and were open to the changes to allow two curb-cuts for some residential lots. They forwarded the matter to the Planning Commission for consideration of a zoning text amendment on to allow additional curb-cuts for circular drives or additional driveways in some cases. They had asked the Planning Commission to work through the details with their recommendation on the Ordinance.

On October 17, 2016, the Planning Commission opened the public hearing to discuss the proposed amendment to the UDO for driveways. The matter was tabled at that time to allow time to gather more feedback from the City Council and to hear from the Public Works Department on any concerns they may have regarding this issue as they will be one of department reviewing and permitting new curb-cuts in the City.

Attached for review and discussion are the staff memos prepared in regard to this matter and the draft of the proposed ordinance. The information includes a summary of regulations used in other Cities for reference and comparison. Travis Block, Public Works Director has been invited to attend the Planning Commission work session to address any questions you may have.

ATTACHMENTS

1. Memo Dated October 11, 2016
2. Staff Report Dated October 17, 2016
3. Planning Commission Minutes of October 17, 2016
4. Draft Ordinance



Memorandum

TO: Deanna Kuennen, Community & Economic
Development Director

FROM: Rita Trapp, Consultant Planner
Laura Chamberlain, Consultant Planner

DATE: October 11, 2016

SUBJECT: Second curb cut/driveway access for residential uses

Background:

The City continues to receive inquiries about allowing second curb cuts for single-family detached residential properties. Currently the City Code requires a permit through the Public Works Department for a driveway. Second curb cuts, however, are not explicitly permitted for single family properties. City Staff acknowledges that there are a number of properties that have more than one curb cut. These curb cuts may or may not have been constructed with a permit.

The Joint Council Committee requested Staff conduct research to determine how similar communities have addressed second curb cuts and to identify approaches the City could take. The results of the research were presented at their September 20th Work Session. The Joint Council Committee provided direction to Staff and requested an ordinance be prepared for public hearing and consideration by the Planning Commission.

Discussion:

Five comparable cities were researched for their approaches to second curb cuts for single-family detached residential uses. The research found that the cities of Northfield and Farmington do not have code language that regulates second curb cuts. Owatonna, Red Wing, and Lakeville all allow second curb cuts in residential districts, but with differing criteria, as seen in the table below. Similar to Faribault, all three require approval with the City for any curb cut access. Owatonna administratively allows for a second curb cut as long as the lot width is greater than 100 feet. Red Wing allows for a second curb cut only with approval from the City Engineer and the Planning Director; the criteria of that approval are not specified. Lakeville's ordinance allows for administrative approval for a second curb cut, but in this case, some criteria for approval are provided.

Driveway Regulations for Single Family Residential Uses

City	Faribault	Owatonna	Red Wing	Lakeville
Permit Required?	Yes	Yes	Yes	Yes
Maximum Driveway Width	32'	24' 32' if lot width is >100' & Admin approval	28'	24'
Distance from Intersection	30' or 2/3 lot width	30'	Determined by City Engineer	Depends on Road Type, but none less than 40'
Driveway Side Yard Setback	3'	1'	3'	5'
Second Access Regulations	None	Only allowed for lots >100' in width	Only allowed with written approval by City Engineer & Planning Director	Only with administrative permit. Must meet the following criteria: a. The additional access is necessary to provide adequate on site circulation b. The additional access shall create a minimum conflict with through traffic movement and shall comply with the requirements of this chapter
Applicable Code Sections	Sec. 8-140	Sec. 605:10; Sec. 827.V.N.4.i	Sec. 55-080; Sec. 60-050.B.2	Sec. 7-15; Sec. 11-19-7.I.6; Sec. 11-19-7.I.11

Potential Approaches:

Allow with Criteria

If the City would like to allow second curb cuts, it is recommended that minimum criteria be developed to provide clear direction to applicants and City Staff. Criteria for consideration include:

- **Minimum Curb Length** – to ensure that second curb cuts do not significantly reduce or eliminate on-street parking, it is recommended that each lot be required to have at least 50 feet of curb for on-street parking once the driveway curb cuts are installed. This approach is preferred over a regulation like minimum lot width as it allows flexibility for smaller lots to still have two curb cuts of reduced size.

- **Maximum Curb Cut Width** – currently, a single family lot could have a driveway up to 32’ at the curb. Having two driveways of 64’ cumulatively in curb cuts seems high for a single family lot, so consideration should be given to limiting the second curb cut width to a specific number (ex: 12’). While a maximum cumulative limit would work well for new construction, it is not recommended given that many times second driveway accesses are sought after the first driveway has already been constructed.
- **Minimum Distance Between Curb Cuts** – the city’s current regulations in Table 8-1 within Sec. 8-140 Curb Cut Requirements establish minimum distance between curb openings for commercial uses, industrial uses, and other uses. If second curb cuts are to be allowed for single-family residential uses, a minimum distance between them should be established (ex. 25’).

Deny Explicitly

If the City wants to not allow second curb cut accesses for single-family residential properties, it is recommended that clarifying language be added to the existing ordinance in Section 8-140 that states that single family residential uses shall not have more than one curb cut access per lot.

Draft Ordinance:

At the direction of the Joint Council Committee, a draft ordinance for Planning Commission consideration has been prepared. The ordinance includes figures that help illustrate the proposed regulations. As noted in the introduction, a public hearing has been noticed for the draft ordinance.

FARIBAULT PLANNING COMMISSION

3B

October 17, 2016 PUBLIC HEARING

Planning Case Numbers:	ZTA 54-16
Applicant:	City of Faribault
Request:	Zoning Text Amendment to the Provisions specified in Chapter 8, Article 2, Section 8-140 Curb Cut Requirements of the City's Unified Development Ordinance
Deadline for Council Action:	None
Staff Recommendation:	Discussion of Draft Ordinance 2016-xx and Provide Feedback on Details, provide recommendations to City Council accordingly
From:	Rita Trapp, AICP (HKGi) and Laura Chamberlin, AICP (HKGi) through Deanna Kuennen, Community and Economic Development Director

BACKGROUND AND DISCUSSION

Rita Trapp, and Laura Chamberlin of Hoisington Koegler Group Inc. have provided the attached memorandum for the Planning Commission's consideration as the staff report for a proposed zoning text amendment requested by the City Council. A property owner had requested that the City Council consider regulatory changes to allow a horseshoe driveway. The City Council discussed the matter a Joint Council Committee meeting and directed staff to prepare a draft ordinance for discussion and consideration of updating the Unified Development Ordinance to provide for two curb cuts on residential lots where appropriate.

RECOMMENDATION

The Planning Commission is asked to hold a public hearing to receive public comments and on a proposed amendment to the Unified Development Ordinance to consider updated requirements for residential driveways which could allow more one curb cut in some where appropriate in residential lots. The City Council is seeking the Planning Commission recommendations on the matter, with specific focus on the technical aspects of the regulations such as curb cut widths, separation between curb cuts, minimum lot area appropriate for more than one curb cut construction.

ATTACHMENTS

- Memorandum Dated October 11, 2016
- Draft Ordinance

(Above Space Reserved for Recording)

State of Minnesota
County of Rice

CITY OF FARIBAULT

ORDINANCE 2016-XX

AN ORDINANCE TO AMEND FARIBAULT CITY CODE APPENDIX B UNIFIED DEVELOPMENT REGULATIONS – SECTION 8-140 CURB CUT REQUIREMENTS

The City of Faribault ordains:

Section 1. Amendment. Section 8-140 of the Unified Development Regulations, found in Appendix B of the City Code of the City of Faribault is hereby amended as follows:

Sec. 8-140. Curb cut requirements

(A) Requirements for curb cut openings are shown in Table 8-1. For the purposes of measuring distance between curb cuts and between curb cuts and street intersections, such distance is determined based on where the curb lines intersect.

Table 8-1. Curb cut requirements

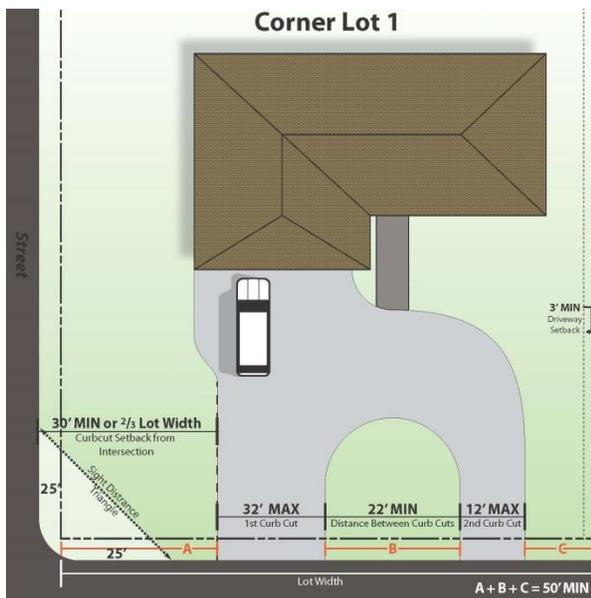
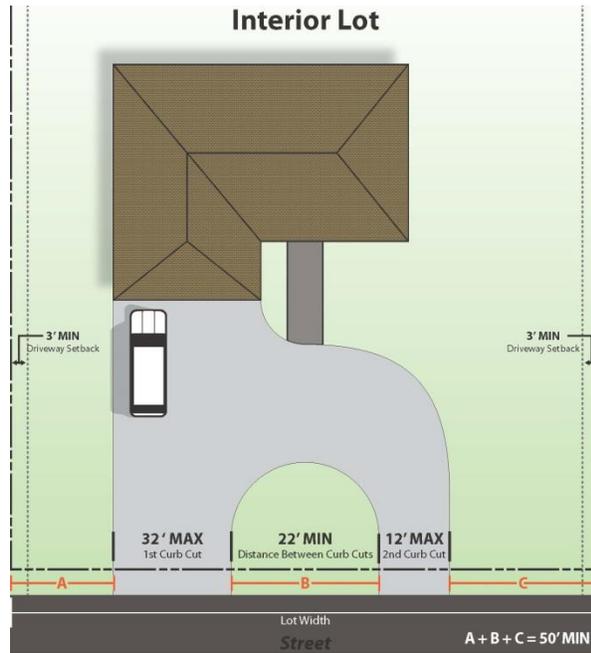
Use	Residential	Commercial	Industrial	Other Uses
Curb cuts				
Maximum width	32 feet	32 feet*	32 feet*	32 feet*
Minimum distance between curb openings	** —	25 feet	50 feet	25 feet
Minimum distance from intersection	30 feet or 2/3 lot width	50 feet	100 feet	50 feet

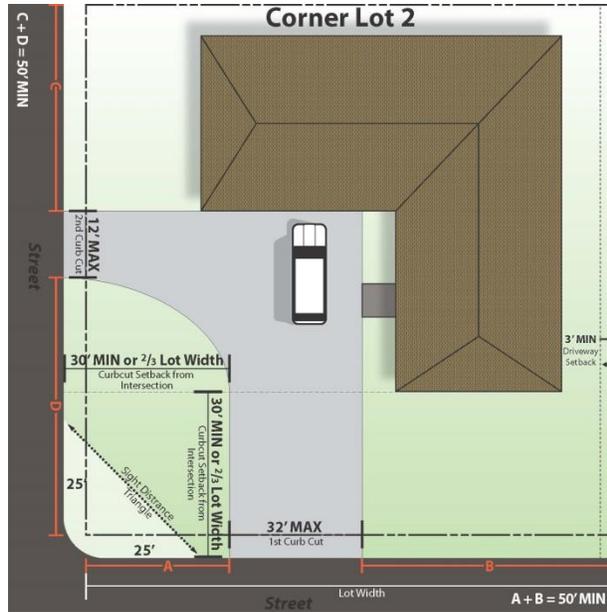
* See section 23-439

** See section 8-140 (B)

(B) Requirements for second curb cuts for residential uses.

- (1) A second curb cut shall only be permitted if the cumulative width of the remaining curb along the affected street, as measured from lot line to lot line, is 50 feet or more.
- (2) Curb cuts on the same property shall have a minimum distance of 22 feet between curb openings.
- (3) The second curb cut shall have a maximum width of 12 feet.





Section 2. Summary Publication. City staff shall have the following summary printed in the official City Newspaper:

On XX, 2016, the Faribault City Council adopted Ordinance 2016-XX amending Section 8-140 of the Unified Development Regulations, found in Appendix B of the City Code to allow a second curb cut for residential uses when standards are met. A printed copy of the ordinance is available for inspection during regular business hours at Faribault City Hall.

Section 3. Effective Date. This ordinance shall be effective immediately upon its passage and publication according to the Faribault City Charter

First Reading: XX, 2016
Second Reading: XX, 2016
Published: XX, 2016

Faribault City Council

John R. Jasinski, Mayor

ATTEST:

Brian J. Anderson, City Administrator

B. ZTA 54-16 Zoning Ordinance Amendment to Faribault City Code, Appendix B, of the UDO related to residential driveway regulations in all districts.

Trapp presented the report. The City Council discussed considering regulatory changes to allow a horseshoe driveway after receiving the request from a property owner. The joint Council Committee discussed the matter and directed Staff to prepare a draft ordinance for discussion/consideration of updating the UDO to allow two curb cuts on residential lots where appropriate. Research of five surrounding cities gave Staff information to create a minimum criteria for a starting point.

If allowed, the ordinance should define minimum and maximum lengths, widths, and distance between curb cuts, and permits would be regulated by Public Works. These restrictions would ensure on-street parking would not be reduced. If not allowed, clarifying language must be added into the current ordinance.

Chair Ackman asked the Commission for questions. With none, the public hearing was opened and with no comments, Ackman closed the hearing and brought it back to the Commission.

A motion was made by Commissioner White to continue to a Work Session for more in depth discussion inviting City Council and Public Works to attend. The motion was seconded by Commissioner Schendel. Motion carried (7/0).

A motion to adjourn was made by Commissioner Albers and seconded by Commissioner Schendel to adjourn. The meeting was adjourned at 8:36 p.m. Motion carried (7/0).

Respectfully Submitted,

Sandi Tidemann, Department Secretary

MINUTES APPROVED:

Chuck Ackman, Chair