

The meeting was held in-person, with participation via Zoom also available.

1. **CALL TO ORDER** – Chair Kopitzke called the meeting to order at 7:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** – Present: Kris Kopitzke, Justin Sykora, Marc Porupsky (arrived at 7:05), Jacob Edwards, Sally Doherty, Kuchen Hale, James Langan. A quorum was present. Absent were Christian Dawson, Doug Parker (both excused).
ALSO IN ATTENDANCE – City Administrator Ron Moorse, City Planner Emily Herold, City Council member Stan Ross
4. **APPROVAL OF AGENDA** –
Motion/Second Hale/Edwards to approve the agenda for the October 7, 2024 Planning Commission meeting. Passed 6-0.
5. **APPROVAL OF MINUTES** –
Motion/Second Doherty/Hale to approve the minutes of the Planning Commission meeting. Passed 4-0-2 (Langan, Hale abstain)
6. **REPORTS AND PRESENTATIONS** none
7. **PUBLIC HEARINGS**
 - A. John Olfelt Minor Subdivision
Chair Kopitzke opened the public hearing at 7:05 PM
(Marc Porupsky arrived)
Emily Herold, City Planner, provided a summary of the application which is for a minor subdivision at PID 1802820130001, located along 22nd Avenue. This proposal would create three lots measuring 26.364 acres, 7.166 acres, and 7.830 acres. Access to all lots would be from existing roads and no new road infrastructure is needed. There is no road construction required for this subdivision. The Certificate of Survey shows that there is no public right of way along 22nd Street; it must be updated to show this right-of-way – approximately 33 feet from the front property line to the centerline of the road.
John Ofelt, applicant, stated he would like to have a shared driveway on the one lot.
Charlie Wamstad, 1220 22nd St, stated the shared driveway would come out onto 22nd St at the safest spot, they did a nice job laying the lots out keeping a lot of green space around the crop land.
No other comments
Motion/Second Hale/Sykora to close public hearing. Passed 7-0.
Hearing closed at 7:10 PM
Doherty stated she appreciates the applicant coming with a 40 acre parcel and asking for 3 lots which all meet the five acre minimum. She viewed the property from the road and understands the layout and the topography. Hale stated she also looked at the site and can understand the request for a shared driveway given the topography.
Sykora stated there is enough acreage here to move the lots apart and get away from a shared driveway. Would it be better to grant a variance to have the driveways less than 300’ apart.
Hale stated that she does not have a hardship with a shared driveway as it is the owners responsibility, not the city’s.
Langan stated that if we approve a shared driveway more will be requested. Agrees that the lot is large enough that they could be moved.
Emily noted that according to the code it meets 300’ of frontage so no need for shared driveway.
Doherty stated that shared driveways tend to come back with conflicts. However, with the contours on this property it is not conducive to three driveways.
Chair Kopitzke stated he has no issue with the subdivision or with the shared driveway.
Administrator Moorse stated there are a number of requirements to allowing a shared driveway.

58 Doherty stated there has to be a shared driveway agreement, a conservation easement, a conditional use
59 permit.
60 John, applicant, stated the primary reason for the shared driveway was to have a safer access point to the road.
61 **Motion/Second Doherty/Porupsky to recommend approval to the City Council with the City Planner’s**
62 **notes regarding the easement along road that needs to be included; driveways generally located as**
63 **shown on the map; conditions include a shared driveway agreement prior to finalizing and a**
64 **conservation easement be put in place.**
65 Chair Kopitzke recommended keeping the shared driveway separate as it will come back as a CUP.
66 **Friendly amendment (accepted) add condition that the applicant pursue the CUP for the shared**
67 **driveway as shown on lot 3. Passed 7-0**

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69 B. Rise of Woodbury LLC

70 Chair Kopitzke opened the public hearing at 7:30 PM

71 Emily Herold, City Planner, provided a summary of the application which is for a Conditional Use Permit
72 Amendment to add “coffee roasting” (falls under “light manufacturing and industrial” uses) in order to
73 accommodate a prospective small-batch coffee bean roasting and packaging tenant. The proposed use falls
74 under Light Manufacturing and Industrial, which is a conditionally permitted use in the Light Industrial (I-1C)
75 District.

76 Mike, Facility Manager at Rise was present for questions.

77 No other comments

78 **Motion/Second Hale/Edwards to close hearing. Passed 7-0**

79 Hearing closed at 7:32 PM

80 Hale asked if the original CUP conditions have been met at the property.

81 Administrator Moorse said a significant amount of lighting was changed in response to complaints.

82 Sykora stated that much of the lighting has not been resolved and is very bright.

83 Hale stated she would not want to amend a CUP if the original conditions have not been met.

84 Administrator Moorse will check on buffer vegetation.

85 Mike stated they had an inspection (with the city engineer) and will fix a couple issues with vegetation.

86 Remaining lights will be done.

87 Porupsky doesn’t have an issue with the use but is not ready to approve at this time until other items are
88 completed.

89 Sykora stated there is a temporary fence, landscaping details need to be completed first to meet the conditions
90 on the original CUP.

91 Chair Kopitzke stated he does not want to see CUP applications come in for every use that falls under light
92 industrial.

93 Langan asked if water is used in the process because of PFAs concerns.

94 Hale stated that coffee is dry roasted.

95 **Motion/Second Hale/Doherty to recommend approval of the Rise CUP amendment with conditions**
96 **listed, contingent on bringing property into compliance with original CUP. Passed 7-0**

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99 **8. NEW BUSINESS**

100 **A. Short Term Rental Ordinance background information**

101 Administrator Moorse provided the following information: The City Council is in the process of reviewing
102 and revising the short term home rental ordinance, and will refer an ordinance amendment to the Planning
103 Commission for a public hearing and recommendation at the November 4, 2024 Planning Commission
104 meeting. In order to enable the Planning Commission to be prepared for its review of the ordinance
105 amendment, background information regarding the short term home rental ordinance and concerns regarding
106 the ordinance, as well as a summary of the Council’s recent discussion of the short term home rental
107 ordinance at its September 26 work session are being provided.

108
109 Discussion was held and the following feedback was given:

- 110 - Since complaints have only been related to an unlicensed rental, the commission members
- 111 indicated it would be difficult to support a total ban on short term rentals.
- 112 -It was generally agreed that where a short term rental is owned by a resident of a home next
- 113 door, it should be treated as a type B rental vs. a type C rental.
- 114 -It was suggested that a type C rental should be allowed if the owner lives in Afton. It was
- 115 also suggested that a type C rental could be allowed if the owner lives within 20 miles of the
- 116 rental.
- 117 -It was suggested that a limit be placed on the total number of short term home rentals allowed
- 118 in Afton. Also, a limit could be established for each type of rental.
- 119

120 **9. OLD BUSINESS -**

- 121 A. Update on City Council Actions
- 122 Council member Ross provided a summary of the Sept 17, 2024 Council meeting.
- 123 Discussion was held about internet options, and the terrible service residents are getting from Century Link.
- 124 Several members recommended the access committee get back together.
- 125 **Motion/Second Sykora/Porupsky to recommend the City Council start a new communications / internet**
- 126 **access committee. Passed 6-1.**
- 127

128 **10. ADJOURN –**

- 129 **Motion/Second Doherty/Hale to adjourn. Passed 7-0.**
- 130 Meeting adjourned at 8:30 pm.
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133
134 Respectfully submitted by:

135
136 JY

137 Julie Yoho, City Clerk

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140 To be approved on
141 November 4, 2024 as (check one): Presented: X or Amended: _____

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