

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
March 19, 2014**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Vice Chair Ray Steinke.
2. **Roll Call:** Present were Joel Olson, Ray Steinke, William Murray, Greg Zutz, and Todd Gardner. Also present were Council Liaison Tim Brown and City Planner Nate Sparks. Rich Skordahl was excused.
3. **Adopt Agenda:** MOTION BY ZUTZ, SECOND BY OLSON TO ADOPT THE FEBRUARY 19, 2014 PLANNING COMMISSION AGENDA. MOTION CARRIED 5-0.
4. **Approve Minutes:** MOTION BY OLSON, SECOND BY MURRAY TO APPROVE THE FEBRUARY 19, 2014 PLANNING COMMISSION MINUTES. MOTION CARRIED 5-0.
5. **Public Comment:** None
6. **Ordinance Amendment – Septic Ordinance**

Sparks stated Minnesota Statutes and Rules require all cities with septic programs to adopt an ordinance consistent with the County Ordinance. The City's existing ordinance needs to be updated to be consistent with the new ordinance adopted by Anoka County. The ordinance is a reflection of the minimum standards required by cities by the State of Minnesota. It outlines general permit requirements and procedures. The State requires individuals to maintain their septic system every three years, which is included. It is the responsibility of the City to monitor the inspection requirement. Sparks asked if the Commissioners would like to include a point of sale inspection requirement and possibly make more restrictive timelines for compliance and cited examples of jurisdictions that have these standards.

Zutz stated he was in favor of the point of sale requirement being added to the Ordinance and that the 24 month period to correct failing septic should be reduced to 18 months for groundwater protection. Olson said he favored the minimums found in the Anoka County model ordinance at this time. Murray stated that many of the older systems in place around the City would fail a point of sale inspection. Brown said the banks providing mortgages would require the inspection in most cases. Sparks said the point of sale requirement could be brought forward as a separate ordinance at a later date.

MOTION BY OLSON, SECOND BY MURRAY TO RECOMMEND APPROVAL OF THE SEPTIC ORDINANCE WITHOUT A POINT OF SALE REQUIREMENT AND USING THE TIMELINES FOR CORRECTION FOUND IN THE ANOKA COUNTY MODEL ORDINANCE.

Zutz stated he prefers the reduced timelines and the point of sale requirement.

MOTION CARRIED 3-2 (ZUTZ, GARDNER).

7. **Ordinance Amendment – Planned Unit Development Ordinance**
Sparks asked Commissioners if they would like to see a process added to the PUD Ordinance which would allow for some minor deviations to standards via Conditional Use Permit. The Commission consensus was to bring forward such an amendment at a future time.

8. **Adjournment:** MOTION BY MURRAY, SECOND BY GARDNER TO ADJOURN MEETING AT 8:00 PM. MOTION CARRIED 5-0.

Nate Sparks, City Planner

Date