



ST. FRANCIS PLANNING COMMISSION

**ISD #15 DISTRICT OFFICE BUILDING
4115 AMBASSADOR BLVD.
FEBRUARY 18, 2015**

7:00 PM

AGENDA

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda February 18, 2015
4. Approve Minutes January 21, 2015
5. Public Comment
6. Public Hearing – Green Valley Estates Preliminary Plat
7. Planning Commission Discussion
8. Adjournment

There may be a quorum of St. Francis Council Members present at this meeting.

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
January 21, 2015**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Steinke.
2. **Roll Call:** Present were Yvonne Beebe, Brittney Berndt, Ray Steinke, William Murray, Joel Olson, Greg Zutz, and Todd Gardner. Also present were City Planner Nate Sparks and Council Liaison Rich Skordahl.
3. **Oath of Office:** Skordahl officiated the oath of office for Yvonne Beebe.
4. **Election of Officers:** Olson nominated Steinke for Chairman. Gardner seconded. Motion carried 7-0.

Olson nominated Berndt for Vice Chair. Gardner seconded. Motion carried 7-0.
5. **Adopt Agenda:** Motion by Gardner, second by Olson to approve the January 21, 2015 agenda. Motion carried 7-0.
6. **Approve Minutes:** Motion by Berndt, second by Olson to approve the November 19, 2014 minutes. Motion carried 7-0.
7. **Public Comment:** None

8. **Public Hearing – McAlister Home Extended Business Interim Use Permit**
Sparks introduced the item by stating Jan D. McAlister has made an application for a Home Extended Business Interim Use Permit to operate a trucking business at residential property located at 6416 Ambassador Blvd NW. The site is zoned A-2, Rural Estate-Agriculture and is located between County Roads 70 and 71 on the south side of Ambassador Blvd. The business is a trucking and tree trimming business. The applicant wishes to have a semi-truck, skid steer, dump truck, and a dump trailer on site for use with this business. He is proposing to construct an accessory building for storing the equipment. The applicant proposes to have one employee. There is no proposed outdoor storage and no exterior signage.

Sparks stated that the house, accessory building, and driveway will need to be constructed to the City's zoning standards. Portions of the driveway may need to be paved, if required by the County or the City Engineer. The applicant states there will be one employee. A small parking area for this employee should be provided. The parking area should be screened to the right-of-way and neighboring properties. Additional landscaping above and beyond the minimum for a single family house should be provided. The area in front of the accessory building should have some limited screening to the right-of-way and neighboring property to the west. Evergreen screening trees should be sufficient for this purpose. It may be advisable to have a degree of landscape screening between the accessory building and the neighboring property.

Sparks also stated that the applicant has had some code violations from running this business at his current residence in another part of the City.

Beebe asked what the existing neighborhood is like. Sparks stated there is an occupied house to the west and vacant property across the street.

Berndt asked if road restrictions would be in place on the street in the Spring. Sparks stated that it is a County Road.

Steinke asked if all the equipment will fit within the building. McAlister stated that the building is sized to fit this equipment. He is planning on planting the trees. He delivers sand and gravel and will be leaving the site in the morning and not conducting business on site.

Olson asked the applicant to address the code violations on his current place of residence. McAlister said he had a wetland violation and other complaints and that he learned his lesson and will comply.

Murray asked where the refuse and dead trees coming from. McAlister said it is from small jobs. However, he now takes all trees to a facility off site.

Steinke opened the public hearing at 7:33 pm.

Phil Thompson of 6448 Ambassador Blvd said he is seeking clarification on the distance of the accessory structure to the road and then the distance in relationship to his property. McAlister demonstrated the location on an aerial photo.

Thompson said he is concerned about the proximity to his house and the size of the business.

Ray Jones of 23725 Nacre Street said he was concerned about the driveway location, burning, exterior storage, number of trips, and screening. The driveway could be dangerous if put in a poor location.

McAlister said he has been talking to the County about the driveway location.

Sparks said the driveway location will need approval from the County and the City Engineer.

Steinke closed the public hearing at 7:45.

Zutz asked about trucks coming and going before the hours of operation allowed in the ordinance. Sparks said the ordinance is prohibiting business activity on site at those times.

Motion by Olson, second by Beebe to recommend approval of the request with the conditions noted in the staff report. Motion carried 7-0.

9. Planning Commission Discussion

Sparks stated that the terms of Commissioners Steinke, Zutz, Murray, and Olson were up. All indicated they were willing to be reappointed.

Skordahl stated he would look into funding for seminars and training for new commissioners.

10. **Adjournment:** Motion by Zutz, second by Murray to adjourn the meeting at 8:15 PM.
Motion carried 7-0.

Nate Sparks, City Planner

Date



PLANNING REPORT

TO: St Francis Planning Commission
FROM: Nate Sparks
DATE: February 13, 2015
MEETING DATE: February 18, 2015
RE: Green Valley Estates Preliminary Plat

Background

Green Valley Development LLC has made an application for a preliminary plat to be known as Green Valley Estates. The property is located within the 6500 block of Ambassador Blvd. The plat is proposing to split the approximately 38 acre property into three separate lots.

Subject Site

The property is located on the north side of Ambassador Blvd between County Road 70 and County Road 71. It is currently vacant property utilized largely as a farm field. There is a large wetland on the rear of the property. A wetland delineation was approved last year.

District Standards

The property is zoned A2, Rural Estate Agriculture. The minimum lot size in the district is 10 acres. The minimum lot width is 300 feet. All three proposed lots exceed these standards.

Setbacks are 75 feet from County Roads, 35 from a City Road right-of-way, and 30 feet from the delineated edge of a wetland. All parcels have conforming home sites depicted on the plans.

Each lot is required to provide a primary and alternate septic site. The applicant has provided the required septic information. The City Building Official is reviewing the information but it appears to be conforming.

Perimeter easements are required on all lots. The applicant has provided easements which are subject to review and approval by the City Engineer. The applicant has also placed the wetland in an easement. The City Engineer is also reviewing this easement. It will need to be adjusted to include the wetland buffer, at minimum.

Roads & Access

The applicant proposes a right-of-way in the southwest corner of the plat for Basalt Street. This is a short road segment identified in the City's transportation plan for access. The applicant is not constructing the road at this time but is being permitted by the City Engineer to place a driveway within this right-of-way. The City will need a cul-de-sac easement granted with the

final plat. Lots 2 and 3 are proposed to have a shared access point to Ambassador Blvd, which was recommended by the City Engineer.

Anoka County has reviewed the plat. The County will be requesting an additional 10 feet of right-of-way for Ambassador Blvd which will not impact the minimum lot sizes. The County has also recommended that the applicant shift the shared lot line between Lots 2 and 3 further east to more closely match the lot lines across the street. This will allow for the access points to be lined up. To do this, the applicant will need to adjust the lot lines at the rear of the property to ensure all lots are meeting minimum sizes.

Park Dedication

There are no municipal park or trail plan components within this area. Therefore the applicant will be expected to pay cash-in-lieu of parkland dedication for the two new units.

Plat Review

The City may deny a plat application if it makes any one (1) or more of the following findings:

1. The proposed subdivision is in direct conflict with adopted applicable general and specific Comprehensive Plans of the City.
2. That the physical characteristics of this site, including but not limited to topography, existing vegetation, percolation rate, soil conditions, susceptibility to erosion and siltation, susceptibility to flooding, water storage, drainage and retention, are such that the site is not suitable for the type of development, design, or use contemplated.
3. That the site is not physically suitable for the proposed density of development.
4. That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage.
5. That the design of the subdivision or the type of improvements are likely to cause serious public health and/or safety problems.
6. That the design of the subdivision or the type of improvements will conflict with easements of record or with easements established by judgment of a court.
7. That the proposed subdivision will not provide adequate extension of infrastructure including roads or utilities to surrounding property.

Recommended Action

City Staff finds the plat to be generally consistent with the review criteria. If the Planning Commission were to concur and recommend approval of this request, it should be done with the following conditions:

1. The applicant shall supply an easement for a cul-de-sac on Basalt St NW.
2. An additional 10 feet of right-of-way for Ambassador Blvd shall be provided.

3. If recommended by the County, the lot line between lots 2 and 3 shall be adjusted for driveway spacing purposes.
4. The wetland easement will need to include the wetland buffer.
5. Park dedication fees shall be paid at the time of final plat.
6. Septic sites shall be subject to review and approval of the Building Official.
7. All comments from the City Engineer shall be addressed.
8. All comments from Anoka County shall be addressed.
9. All comments from the City Attorney shall be addressed.
10. All fees related to the review of this application shall be paid.

ATTACHMENTS

Preliminary Plat

PRELIMINARY PLAT ~ OF ~ GREEN VALLEY ESTATES

~for~ GREEN VALLEY DEVELOPMENT LLP

PROPERTY IDENTIFICATION # 27-34-25-41-0001

SW1/4 OF NE1/4
3912.28
N89°30'11"W

SE1/4 OF NE1/4

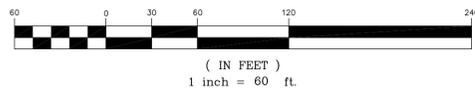
N89°30'11"W

1299.63

354.18
E1/4 corner of Sec. 27, Twp. 34, Rng. 25



GRAPHIC SCALE



LEGAL DESCRIPTION

The Northeast Quarter of the Southeast Quarter of Section 27, Township 34, Range 25, Anoka County, Minnesota.

LEGEND

- ☉ DENOTES UTILITY POLE
- ☐ DENOTES UTILITY BOX
- DENOTES EXISTING CONTOUR
- DENOTES STORM SEWER
- x1011.2 DENOTES EXISTING ELEVATION.
- DENOTES BITUMINOUS
- SB DENOTES SOIL BORING (BY OTHERS)
- SS DENOTES BUILDING SETBACK LINE
- M=XX DENOTES MOTTLED SOIL ELEVATION
- NO M0XX DENOTES BORING WHICH MOTTLE SOIL WAS NOT FOUND (ELEVATION SHOWN IS BOTTOM OF TEST HOLE)

NOTES

- 2 foot Contour Interval
- Bearings based on Anoka County coordinate system.
- Wetlands delineated by Ken Arndt.
- Topography located 06/20/14.

BENCHMARK

BASIS FOR ELEVATION: NAVD 88 (VIA REAL TIME GPS MEASUREMENTS UTILIZING MINNESOTA DEPARTMENT OF TRANSPORTATION VRS NETWORK)

DEVELOPMENT INFO.

- EXISTING & PROPOSED ZONING = A2 (RURAL ESTATE AGRICULTURAL)
- BUILDING SETBACKS:
FRONT (COUNTY ROAD) = 75'
FRONT (LOCAL STREET) = 35'
SIDE = 10'
REAR = 35'
WETLAND = 30'
- MINIMUM WIDTH = 300'
- MINIMUM SIZE = 10 ACRES

-TOTAL PROPERTY AREA = 1,709,219± SQ.FT. (39.24± ACRES)
- LESS RIGHT-OF-WAY = 37.23 ACRES

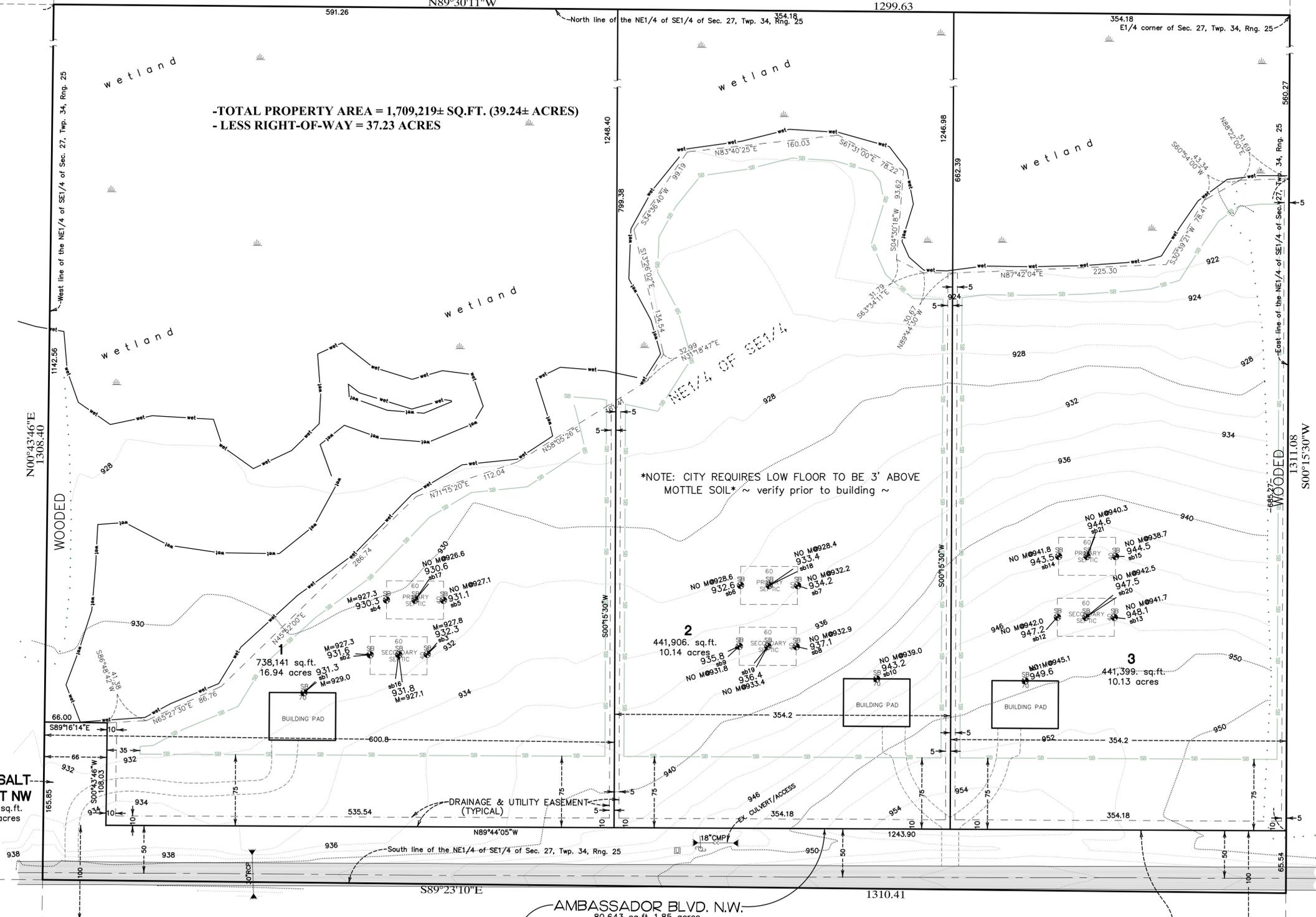
NW1/4 OF SE1/4

BASALT STREET NW
7,128 sq.ft.
0.16 acres

SW1/4 OF SE1/4

SE1/4 OF SE1/4

NW1/4 OF SW1/4



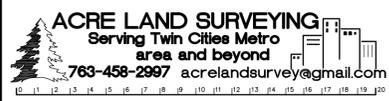
NOTE: CITY REQUIRES LOW FLOOR TO BE 3' ABOVE MOTTLE SOIL ~ verify prior to building ~

NOTE: TITLEWORK DID NOT SHOW ROADWAY TAKING OR LOCATION. LOCATION SHOWN BASED ON 100' WIDTH AS SHOWN ON COUNTY HALF SECTION MAPPING, BEING CENTERED ALONG EXISTING TRAVELED CENTERLINE. SURVEY SUBJECT TO REVISION UPON RECEIPT OF R/W TAKING DOCUMENTS.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

ERIC R. VICKARYOUS

Date: Feb. 10th, 15' Reg. No. 44125



JOB #14238