



**ST. FRANCIS PLANNING COMMISSION**

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

**7:00 PM**

**AGENDA**

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda                      March 18, 2015
4. Approve Minutes                  February 18, 2015
5. Public Comment
6. Public Hearing – Martinson Addition 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  
February 18, 2015**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:05 pm by Chairman Steinke.
2. **Roll Call:** Present were Ray Steinke, William Murray, Joel Olson, Greg Zutz, and Todd Gardner. Also present was City Planner Nate Sparks.
3. **Adopt Agenda:** Motion by Olson, second by Zutz to approve the February 18, 2015 agenda. Motion carried 5-0.
4. **Approve Minutes:** Motion by Olson, second by Zutz to approve the January 21, 2015 minutes. Motion carried 5-0.
5. **Public Comment:** None
6. **Public Hearing – Green Valley Estates Preliminary Plat**  
Sparks stated that 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. 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.

The property is zoned A2, Rural Estate Agriculture. All three proposed lots exceed the minimum standards. All parcels have conforming home sites depicted on the plans.

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.

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.

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.

Steinke opened the public hearing at 7:19 pm.

Katherine Johannes of 221 30<sup>th</sup> Ave S, Minneapolis stated that she owns property in the vicinity and wanted to know if this development would require sewer and water. Steinke said it would not.

Steinke closed the public hearing at 7:25 pm.

Zutz asked for clarification on the driveways. Sparks stated the eastern two would have a shared access point.

Motion by Olson, second by Murray to recommend approval of the preliminary plat with the conditions noted in the Staff Report. Motion carried 5-0.

7. **Planning Commission Discussion**

No discussion.

8. **Adjournment:** Meeting adjourned by order of the Chair at 7:30 pm.

\_\_\_\_\_  
Nate Sparks, City Planner

\_\_\_\_\_  
Date



## **PLANNING REPORT**

TO: St Francis Planning Commission  
FROM: Nate Sparks  
DATE: March 13, 2015  
MEETING DATE: March 18, 2015  
RE: Martinson Addition Preliminary Plat

### **Background**

Martinson Machine LLLP has made an application for a preliminary plat located at Stark Drive and Ambassador Blvd. The site is located at 3845 and 3855 Stark Drive (and an unaddressed property to the south) and is currently the site of the Northland Screw facility.

### **Subject Site**

The property is located between Ambassador Blvd and Zea Street north of Stark Drive. The site currently consists of the Northland Screw facility (on two parcels), the Stark Drive right-of-way, the former Stark Drive right-of-way, and an empty lot. Stark Drive was relocated about 250 feet south in 2007. Its former location is to be vacated as part of this plat. Its current location is to be platted as right-of-way.

### **District Standards**

The property is zoned B3, Business Park. The minimum lot size in the district is 25,000 square feet. The minimum lot width is 300 feet. Both proposed lots exceed these standards. The two resulting parcels are both over 2 acres in size. Setbacks required are 50 feet from County Roads, 35 from a local City Road right-of-way, and 20 feet from the side lot line. Impervious surfaces are limited to 80% per lot in this district. The applicant will need to provide the impervious surface calculations for Lot 1 to ensure it had adequate size.

### **Easements / Roads & Access**

Perimeter easements are required on all lots. The applicant has provided easements which are subject to review and approval by the City Engineer. There is currently an access drive to Ambassador Blvd for Lot 1 on Lot 2. This will need to be placed within an easement if it is to remain. There is a storm pond located on the south side of Lot 2 which is proposed to be placed within an easement. This easement is subject to review and approval of the City Engineer.

The former location of Stark Drive is still right-of-way and will need to be vacated when this application is reviewed by the Council. Road names are subject to review and approval of the City Engineer.

At the time of development on Lot 2, the access point will need to be approved by the City. At this time, the applicant does not have any preliminary plans for development.

### **Park Dedication**

The applicant is technically replatting three parcels into two. Therefore, no park dedication is required.

**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. All comments from the City Engineer shall be addressed.
2. All comments from Anoka County shall be addressed.
3. All comments related to title and recording procedures from the City Attorney shall be addressed.
4. Impervious surface percentages shall be provided for Lot 1.
5. All fees related to the review of this application shall be paid.

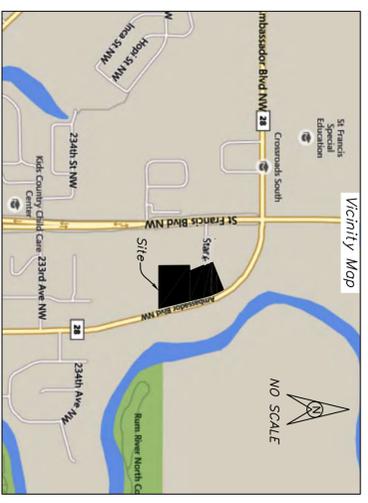
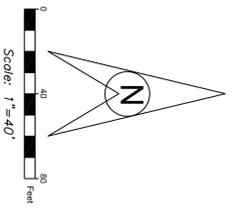
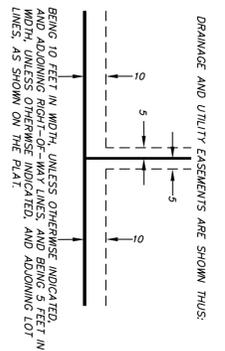
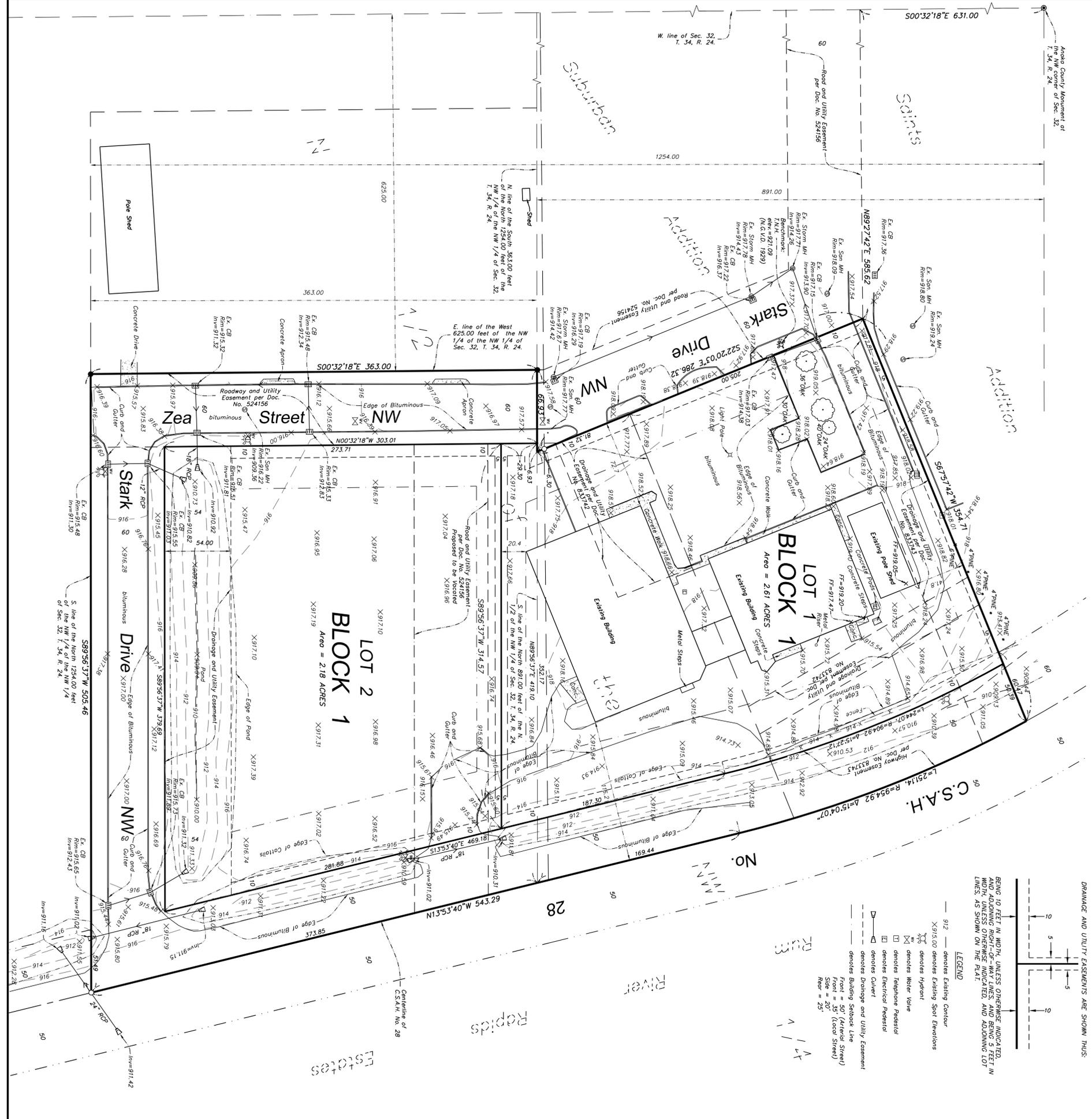
**ATTACHMENTS**

Preliminary Plat

Final Plat

Site Location Map

# Preliminary Plat of Martinson Addition



### PROPERTY DESCRIPTIONS

That part of the North Half of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northwest corner of said Section 32, thence South, assumed bearing, along the West line of said Section 32 a distance of 631.00 feet to the actual point of beginning of the land described; thence East, along said North line a distance of 585.62 feet; thence Southeast, along the Northeast right of way of Stark Drive a distance of 205.00 feet; thence South, 21 degrees 47 minutes 50 seconds East, a distance of 356.68 feet, more or less, to the centerline of County State Aid Highway No. 28, thence North, 68 degrees 30 minutes 00 seconds East, a distance of 205.00 feet, to the centerline of County State Aid Highway No. 28, as now laid out and traveled; thence Northwest, along said centerline a distance of 205.41 feet to the point of intersection with a line bearing North 68 degrees 30 minutes 00 seconds East from the point of beginning; thence South 68 degrees 30 minutes 00 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

AND

That part of the North Half of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northwest corner of said North Half of the Northwest Quarter; thence South (assumed bearing) along the West line thereof 631 feet; to the Northern right of way of Stark Drive; thence East, along said Northern right of way 585.62 feet; thence Southeast, along the Northeast right of way of Stark Drive a distance of 205.00 feet; thence South, 21 degrees 47 minutes 50 seconds East, a distance of 356.68 feet, more or less, to the centerline of County State Aid Highway No. 28; thence North, 68 degrees 30 minutes 00 seconds East, a distance of 205.00 feet, to the centerline of County State Aid Highway No. 28, as now laid out and traveled; thence Northwest, along said centerline a distance of 205.41 feet to the point of intersection with a line bearing North 68 degrees 30 minutes 00 seconds East from the point of beginning; thence South 68 degrees 30 minutes 00 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

AND

That part of the South 363 feet of the North 1254 feet of the Northwest Quarter of the Northwest Quarter of Section 32, Township 34, Range 24 lying East of the West 625 feet thereof, Westerly of the centerline of County State Aid Highway No. 28 and Southerly of the Southerly right of way line of Stark Drive and Northerly of the Northern right of way line of Stark Drive, described as follows:

Commencing at the Northwest corner of said Section 32, thence South 00 degrees 32 minutes 18 seconds East on an assumed bearing, along the West line of said Section 32 a distance of 631.00 feet; thence North 89 degrees 27 minutes 42 seconds East, a distance of 585.62 feet to the actual point of beginning of the land to be described; thence South 22 degrees 20 minutes 03 seconds East, a distance of 286.32 feet to the South line of the North 891.00 feet of said North Half of the Northwest Quarter; thence North 89 degrees 56 minutes 37 seconds East, along said South line, a distance of 352.17 feet to the centerline of County State Aid Highway No. 28; thence Northwest, along said centerline to a line bearing North 67 degrees 57 minutes 42 seconds East from the point of beginning; thence South 67 degrees 57 minutes 42 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

AND

That part of the North Half of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northwest corner of said Section 32, thence South 00 degrees 32 minutes 18 seconds East on an assumed bearing, along the West line of said Section 32 a distance of 631.00 feet; thence North 89 degrees 27 minutes 42 seconds East, a distance of 585.62 feet to the actual point of beginning of the land to be described; thence South 22 degrees 20 minutes 03 seconds East, a distance of 286.32 feet to the South line of the North 891.00 feet of said North Half of the Northwest Quarter; thence North 89 degrees 56 minutes 37 seconds East, along said South line, a distance of 352.17 feet to the centerline of County State Aid Highway No. 28; thence Northwest, along said centerline to a line bearing North 67 degrees 57 minutes 42 seconds East from the point of beginning; thence South 67 degrees 57 minutes 42 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

AND

That part of the South 363 feet of the North 1254 feet of the Northwest Quarter of the Northwest Quarter of Section 32, Township 34, Range 24 lying East of the West 625 feet thereof, Westerly of the centerline of County State Aid Highway No. 28 and Southerly of the Southerly right of way line of Stark Drive and Northerly of the Northern right of way line of Stark Drive, described as follows:

Commencing at the Northwest corner of said Section 32, thence South 00 degrees 32 minutes 18 seconds East on an assumed bearing, along the West line of said Section 32 a distance of 631.00 feet; thence North 89 degrees 27 minutes 42 seconds East, a distance of 585.62 feet to the actual point of beginning of the land to be described; thence South 22 degrees 20 minutes 03 seconds East, a distance of 286.32 feet to the South line of the North 891.00 feet of said North Half of the Northwest Quarter; thence North 89 degrees 56 minutes 37 seconds East, along said South line, a distance of 352.17 feet to the centerline of County State Aid Highway No. 28; thence Northwest, along said centerline to a line bearing North 67 degrees 57 minutes 42 seconds East from the point of beginning; thence South 67 degrees 57 minutes 42 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

AND

That part of the South 363 feet of the North 1254 feet of the Northwest Quarter of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northwest corner of said Section 32, thence South, assumed bearing, along the West line of said Section 32 a distance of 631.00 feet to the actual point of beginning of the land described; thence East, a distance of 585.62 feet; thence South, 21 degrees 47 minutes 50 seconds East, a distance of 267.58 feet; thence South, a distance of 57.38 feet; thence East, a distance of 367.90 feet, more or less, to the centerline of County State Aid Highway No. 28 as now located and traveled; thence South, 03 degrees 21 minutes 00 seconds East, a distance of 205.00 feet to the point of intersection with a line bearing North 68 degrees 30 minutes 00 seconds East from the point of beginning; thence South 68 degrees 30 minutes 00 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

AND

That part of the North 1254 feet of the Northwest Quarter of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northwest corner of said Section 32, thence South, assumed bearing, along the West line of said Section 32 a distance of 631.00 feet to the actual point of beginning of the land described; thence East, a distance of 585.62 feet; thence South, 21 degrees 47 minutes 50 seconds East, a distance of 267.58 feet; thence South, a distance of 57.38 feet; thence East, a distance of 367.90 feet, more or less, to the centerline of County State Aid Highway No. 28 as now located and traveled; thence South, 03 degrees 21 minutes 00 seconds East, a distance of 205.00 feet to the point of intersection with a line bearing North 68 degrees 30 minutes 00 seconds East from the point of beginning; thence South 68 degrees 30 minutes 00 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

Preliminary Plat on part of the N 1/2 of the NW 1/4 of Section 32, Township 34, Range 24, Anoka County, Minnesota.

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

Paul E. Otto  
 License #40062 Date: 2-5-15

Requested By: **Ebert Construction**

Date: 11-12-14

Drawn By: T.J.B.

Scale: 1"=40'

Checked By: P.E.O.

**TTO ASSOCIATES**  
 Engineers & Land Surveyors, Inc.

www.ottoassociates.com  
 9 West Division Street  
 Buffalo, MN 55313  
 (763)682-4727  
 Fax: (763)682-3522

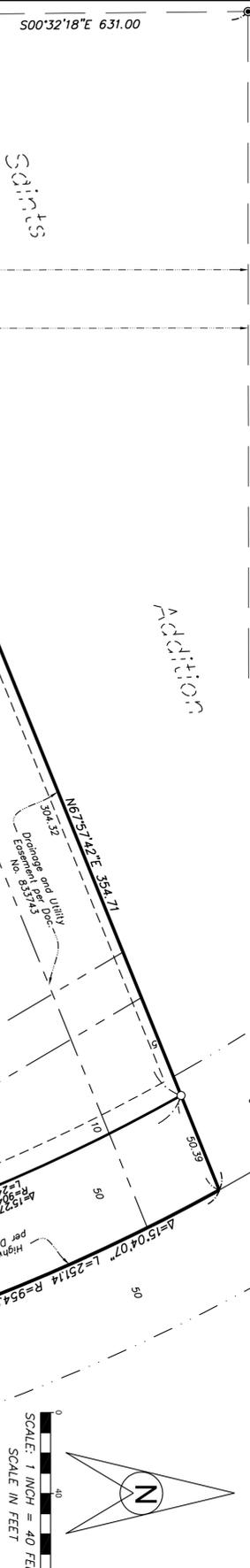
● denotes iron monument found  
 ○ denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062

Project No. 14-Q247

# MARTINSON ADDITION

CITY OF ST. FRANCIS,  
COUNTY OF ANOKA  
SEC. 32, TWP. 34, RNG. 24

Anoka County Monument at  
the NW corner of Sec. 32,  
T. 34, R. 24.



KNOW ALL PERSONS BY THESE PRESENTS, that Martinson Machine, L.L.P., a limited liability partnership and Martinson Family Limited Partnership, a family limited partnership, the owners of the following described property situated in the County of Anoka, State of Minnesota, to wit:

That part of the North Half of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northwest corner of said Section 32; thence South 00 degrees 32 minutes 18 seconds East on an assumed bearing, along the West line of said Section 32 a distance of 631.00 feet; thence North 89 degrees 03 minutes 14 seconds East, a distance of 585.62 feet to the actual point of beginning of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, a distance of 286.32 feet to the South line of the North 89 degrees 03 minutes 14 seconds East, a distance of 286.32 feet to the North 89 degrees 03 minutes 14 seconds East, along said South line, a distance of 585.62 feet to the Northwest corner of said Section 32, Township 34, Range 24, Anoka County, Minnesota, along said center line to a line bearing North 67 degrees 57 minutes 42 seconds East from the point of beginning; thence South 67 degrees 57 minutes 42 seconds West a distance of 354.71 feet, more or less, to the point of beginning.

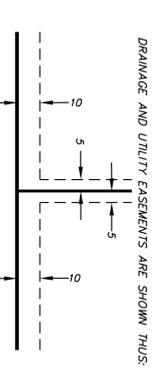
AND

That part of the South 363 feet of the North 1254 feet of the Northwest Quarter of the Northwest Quarter of Section 32, Township 34, Range 24 lying East of the West 625 feet thereof, and West of the centerline of Anoka County State Aid Highway No. 28.

Have caused the same to be surveyed and plotted as MARTINSON ADDITION and do hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway No. 28 as shown on this plat.

In witness whereof said Martinson Machine, L.L.P. has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

MARTINSON MACHINE, L.L.P.



BEING 10 FEET IN WIDTH UNLESS OTHERWISE INDICATED. AND ADDING RIGHT-OF-WAY LINES AND ADJOINING LOT LINES, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AS SHOWN ON THE PLAT.

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ of Martinson Machine, L.L.P., a limited liability limited partnership, on behalf of the partnership.

(Notary Signature)  
\_\_\_\_\_  
(Notary Printed Name)  
\_\_\_\_\_  
County, Minnesota  
My Commission Expires: \_\_\_\_\_

In witness whereof said Martinson Family Limited Partnership has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

MARTINSON FAMILY LIMITED PARTNERSHIP

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ of Martinson Family Limited Partnership, a family limited partnership, on behalf of the partnership.

(Notary Signature)  
\_\_\_\_\_  
(Notary Printed Name)  
\_\_\_\_\_  
County, Minnesota  
My Commission Expires: \_\_\_\_\_

I, Paul E. Otis, do hereby certify that this plat was prepared by me or under my supervision and that I am a duly licensed and sworn land surveyor of the State of Minnesota. That this plat is a correct representation of the field survey and that all monuments depicted on this plat have been, or will be correctly set within one year, all other boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, have been correctly shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Paul E. Otis, Licensed Land Surveyor  
Minnesota License Number 40062

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Paul E. Otis.

(Notary Signature)  
\_\_\_\_\_  
(Notary Printed Name)  
\_\_\_\_\_  
County, Minnesota  
My Commission Expires: \_\_\_\_\_

CITY COUNCIL, CITY OF ST. FRANCIS, MINNESOTA  
This plat of MARTINSON ADDITION was approved and accepted by the City Council of the City of St. Francis, Minnesota, at a regular meeting thereof held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.  
City Council, City of St. Francis, Minnesota  
By \_\_\_\_\_ Mayor By \_\_\_\_\_ Clerk

COUNTY SURVEYOR  
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By \_\_\_\_\_  
Larry D. Roum Surveyor  
Anoka County Surveyor

COUNTY AUDITOR/TREASURER  
I am hereby notified that the amount of taxes payable in the year \_\_\_\_\_, 20\_\_\_\_, on the property described hereon is \_\_\_\_\_ dollars and \_\_\_\_\_ cents. Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

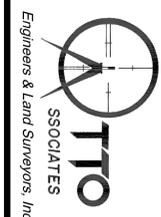
Property Tax Administrator  
By \_\_\_\_\_ Deputy

COUNTY RECORDER/REGISTRAR OF TITLES  
I hereby certify that this plat of MARTINSON ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_, Minnesota, as Document Number \_\_\_\_\_.

County Recorder/Registrar of Titles  
By \_\_\_\_\_ Deputy

Beating Note:  
The West line of Section 32, T. 34, R. 24, Anoka County, Minnesota, is assumed to bear S00°32'18"E.

- denotes iron monument found
- denotes 1/2 inch by 1/4 inch iron pipe set and marked by License number 40062.





# Northland Screw Parcels

3845 and 3855 Stark Drive



Aerial Photo: Flown Spring of 2014

