

**CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
PLANNING COMMISSION MINUTES  
July 24, 2013**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Rich Skordahl.
2. **Roll Call:** Present were Rich Skordahl, Ray Steinke, William Murray, Greg Zutz, Joel Olson, Todd Gardner, and Roni Ronyak. Also present was City Planner Nate Sparks.
3. **Adopt Agenda:** MOTION BY ZUTZ, SECOND BY STEINKE TO ADOPT THE JULY 24, 2013 PLANNING COMMISSION AGENDA. MOTION CARRIED 7-0.
4. **Approve Minutes:** MOTION BY OLSON, SECOND BY RONYAK TO APPROVE THE JUNE 19, 2013 PLANNING COMMISSION MINUTES. MOTION CARRIED 7-0.
5. **Public Comment:** None
6. **Public Hearing – Aztec Commercial Park Preliminary Plat with Variance and Site Plan Review**

Sparks stated that O'Reilly Auto Parts has made an application for a two lot subdivision for the Aztec Commercial Park at 233<sup>rd</sup> Avenue and Highway 47. They have also submitted a Site Plan Review with a setback variance for the northerly of the two lots to develop the site as a commercial retail establishment.

The property lies at the intersection of Highway 47 and 233<sup>rd</sup> Avenue. There is a planned extension of Aztec Street on the south side of 233<sup>rd</sup>. The applicant is proposing a right-of-way for this along the eastern portion of the property. They are petitioning the City to construct the road. If the City cannot acquire property for this extension to line up with the Aztec Street on the northern side of 233<sup>rd</sup>, the road will need to be off-set. If the off-set issue is resolved the unneeded portion of right-of-way may be vacated.

The variance is for the building to be located within the setback to Aztec Street. Sparks stated that the property is currently quite narrow and the dedication of right-of-way further limits buildable area. The applicant is requesting a variance to allow for construction 3 feet from the right-of-way. City Staff recommends no less than 5 feet.

Murray asked if the exit from Aztec will need to be a right turn only. Sparks stated that the Engineer doesn't believe so.

Skordahl opened the public hearing at 7:30 pm.

Mark Wold representing O'Reilly Auto Parts stated they would like to put a temporary access in the right-of-way to allow for construction this year. Sparks stated that would be acceptable provided the access was temporary.

Ken Talle of Theis and Talle owners of the property adjacent to the east stated that he would like the road to be built along the eastern property line. They have a plan to

construct some garages on the rear of their property, however, they do not wish to share in the cost of the road construction.

Skordahl closed the public hearing at 7:40 pm.

Skordahl noted that the site plan and proposed plat were meeting all ordinances as proposed with the exception of the variance.

MOTION BY STEINKE, SECOND BY RONYAK TO RECOMMEND APPROVAL OF THE PRELIMINARY PLAT, VARIANCE, AND SITE PLAN. MOTION CARRIED 7-0.

**7. Discussion Item – Rental Housing Ordinance**

Sparks stated that currently the City has minimum standards for rental housing and enforcement is done only on a complaint basis. The ordinance proposed would add a licensing component to these standards. Also, the standards were reviewed and are proposed to be updated.

Olson expressed concern that the fees would be too high.

Murray expressed concern that if a renter damages a unit the landlord is put at risk.

Skordahl stated that the fees should be kept as low as possible and that the City should explore if there is a way to protect landlords from a renter damaging the property.

MOTION BY OLSON, SECOND BY STEINKE TO RECOMMEND APPROVAL OF THE RENTAL HOUSING ORDINANCE. MOTION CARRIED 7-0.

**8. Adjournment: MOTION BY STEINKE, SECOND BY MURRAY TO ADJOURN MEETING AT 8:05 PM. MOTION CARRIED 7-0**

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Nate Sparks, City Planner

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Date