



ST. FRANCIS PLANNING COMMISSION

**ISD #15 DISTRICT OFFICE BUILDING
4115 AMBASSADOR BLVD.
OCTOBER 19, 2011**

7:00 PM

AGENDA

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda October 19, 2011
4. Approve Minutes July 20, 2011
5. Public Comment

Public Hearings

6. Minor Subdivision & Variance – 633 237th & 655 237th
7. Conditional Use Permit – Outdoor Storage in the I-1 District
City of St Francis Public Works & Safety Facility
8. Ordinance Amendment – Roofing Materials
9. Ordinance Amendment – Dog Kennels

Discussion Items

10. Discussion by Planning Commissioners
11. 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
July 20, 2011**

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 Chairman Rich Skordahl, Commission Members Ray Steinke, Greg Zutz , Todd Gardner, Roni Ronyak, William Murray, John Hane & City Planner Nate Sparks, NAC (Northwest Associated Consultants), Kathy Lind Planning Commission Secretary and City Council Member Steve Kane.
3. **Adopt Agenda:** Motion by Zutz, second by Murray to adopt the July 20, 2011 Planning Commission Agenda. Motion carried 7-0
4. **Approve Minutes:** Motion by Steinke second by Zutz to approve the June 15, 2011 Planning Commission Minutes. Motion carried 7-0.
5. **Public Comment:** Russ Martie of 2998 150th Street, Monticello MN approached the podium. Mr. Martie had a preliminary and final plat approved by the Planning Commission and City Council several years back but it was never recorded with the county. Since so much time has passed, Mr. Martie will have to follow the standard process of approval. Chairman Skordahl, feels that the preliminary and final plat can be approved at the same time since the drawings have already been completed.
6. **Amended Preliminary Plat & Final Plat South Highway 47 Industrial Park:** City Planner, Nate Sparks reviewed the City of St. Francis's proposal to amend the preliminary plat for the South Highway 47 Industrial Park to include additional land adjacent to the site. One parcel each to the east and west of the site are proposed to be added to the plat. The plat will have 1 larger industrial parcel instead of six smaller industrial parcels. The one parcel will then be reviewed for the site plan for the Public Services Facility for the city. The proposed parcel on the final plat would exceed all I-2 District Standards.

Chairman Skordahl opened the public hearing for the amended preliminary plat at 7:23pm. No comment was received and the Chairman closed the hearing at 7:24pm.

Chairman Skordahl stated that action on this item will take place in conjunction with the next business item.

7. **Public Services Building Site Plan Review:** Sparks presented the site plan for the Public Services Facility for review by the Commission. It was noted that the site was consistent with the setback and lot standards for an I-2 Parcel. There is one large building with some accessory buildings behind. All proposed buildings will be meeting respective setbacks. The site is also consistent with impervious surface and driveway standards. There is an existing essential services structure on the site that is currently non-conforming in terms of location that must remain where it is at this time. If outdoor storage is proposed in the future, the City will need to acquire a CUP. A corridor for a future trail along Highway 47 was being preserved and allows for a connection to Community Park to the northeast. This trail corridor constricts the site a bit leaving less

room for landscaping. Full screening to the property across the street is not expressly required, however, due to the property being zoned commercial. However, it is currently undeveloped and there are townhomes behind. Sparks stated that a conforming lighting plan must be provided and is currently being developed.

Chairman Skordahl noted that the trail is identified in the Park & Trail Plan and that the provision of the trail is more important but it is ideal to get as much landscaping as possible while still getting in the trail. Hane asked if the elevation of the trail could assist in the screening. Zutz asked for clarification on where this trail segment would connect to other sections. Sparks stated there would be a future connection at Cree Street and to the trail in Memorial Park. Zutz suggested that it be ensured that the trail terminate across 227th from the trail in Memorial Park to limit the number of people using the shoulder of the road.

After some discussion, there was a motion by Hane, Second by Steinke to recommend approving the amended preliminary plat, final plat, and site plan with the following suggestions:

1. Connect the trail to the trail in Community Park so that pedestrians do not have to use the shoulder of 227th Ave.
2. Increase screening as much as possible along the front of the site while still providing for the trail.
3. Provide a conforming lighting plan prior to the issuance of any building permit.

Motion carried 7-0.

8. **Kennel Ordinance Discussion:** At the last Planning Commission meeting there was a consensus to make the standards for private kennels similar to commercial kennels. The commission also wanted to review the practices of neighboring cities regarding this matter. City Planner, Nate Sparks reviewed neighboring cities ordinances regarding this subject and presented them to the commission. After reviewing the different options the consensus of the commission was to add the below requirements:

2. Number of Dogs Allowed.

- a. Number of dogs permitted shall not exceed three (3) dogs over the age of three (3) months per dwelling unit in the urban service area and on rural parcels less than 5 acres in size. Properties located within the Urban Service area of the City shall be limited to a maximum of two dogs housed outside the principal structure.
- b. On parcels greater than 5 acres in size in the rural service area, the number of dogs permitted shall not exceed four (4) dogs over the age of three (3) months per dwelling unit unless in receipt of an Interim Use Permit for a Kennel in the A-1, A-2, or A-3 Districts. In no instance shall the number of dogs exceed 15 with the IUP.

Since the maximum number of dogs would be found in the Animal Ordinance section above and the distinction between Commercial and Non-commercial kennels is no longer necessary, this definition could be changed to read as follows:

Kennel: Any structure or premises on which more than four (4) dogs over six (6) months of age are housed, kept for sale, bred, boarded, or exhibited, except hospitals, clinics, and other premises operated by a licensed veterinarian exclusively for the care and treatment of animals.

City Planner, Nate Sparks will bring back the ordinance amendment at the next meeting with performance standards. The consensus was to have this go to a public hearing at the next Planning Commission meeting.

9. **Discussion by Planning Commission:** None

10. **Adjournment:** Motion by Steinke, Second by Murray to adjourn the meeting at 8:22pm.
Motion carried 7-0

Kathy Lind
Zoning Secretary



PLANNING REPORT

TO: St. Francis Planning Commission
Matt Hylan, City Administrator

FROM: Nate Sparks

MEETING DATE: October 19, 2011

DATE: October 12, 2011

RE: Minor Subdivision / Variance
633 237th Ave NW & 655 237th Ave NW

BACKGROUND

The Hirsch and Welsh Families have made an application for a Minor Subdivision and Variance to adjust the lot line between their properties located at 633 237th Ave NW and 655 237th Ave NW. The variance is required because both properties are below the minimum lot sizes in the A-2, Rural Estate Agriculture Zoning District.

REQUEST REVIEW

Both properties are guided for Agricultural uses in the Comprehensive Plan and are zoned A-2. The minimum lot size for the district is 10 acres with a minimum width of 300 feet. Currently the two lots are about 1 acre and 4 acres in size and 90 and 350 feet in width. The proposal is to move the lot line between the two 59 feet easterly, which will make the resulting lots about 1.7 acres and 3.3 acres in size and 159 and 291 feet in width. The result of the adjustment will place the entire septic drainfield of the smaller lot on its parcel. The two lots were created long before the City's current Comprehensive Plan and Zoning Ordinance.

VARIANCE REVIEW

There are procedures and criteria by which the City may grant variances from the minimum standards on the ordinance. A variance request may not be approved unless they find failure to grant the variance will result in undue hardship on the applicant, and, as may be applicable, all of the following criteria have been met:

- A. That because of the particular physical surroundings, shape, or topographical conditions of the specific parcel of land involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.

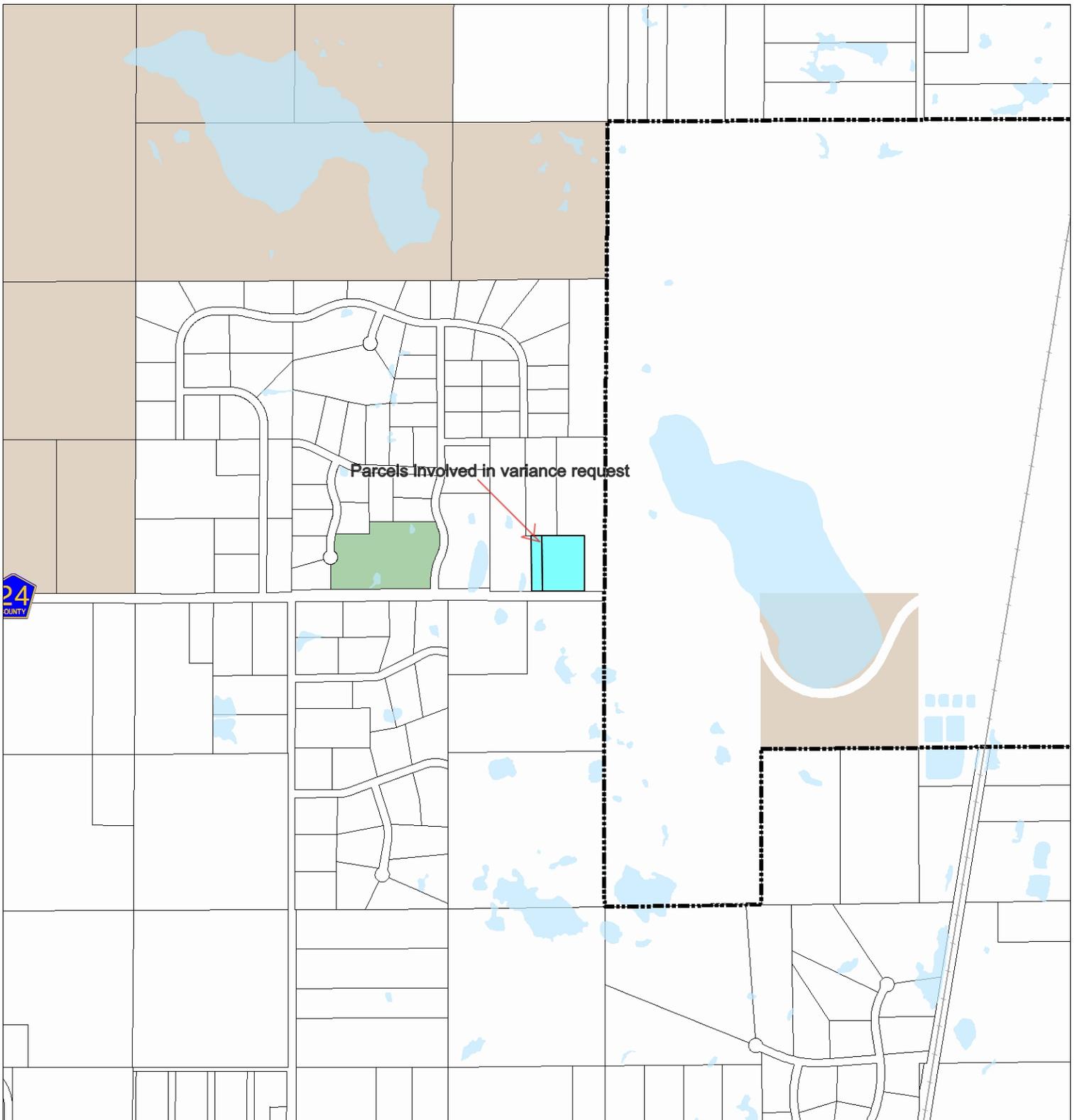
- B. That the conditions upon which an application for a variance is based are unique to the parcel of land for which the variance is sought and are not applicable, generally, to other property within the same zoning classification.
- C. That the purpose of the variance is not based exclusively upon an economical hardship, or a desire to increase the value or income potential of the parcel of land.
- D. That the alleged difficulty or hardship is caused by this Ordinance and has not been created by any persons having an interest in the parcel of land and is not a self-created hardship.
- E. That the granting of the variance will not be detrimental to the public welfare or injurious to other land or improvements in the neighborhood in which the parcel of land is located.
- F. That the proposed variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety.
- G. That the requested variance is the minimum action required to eliminate the hardship.
- H. That the variance does not involve a use that is not allowed within the respective zoning district.
- I. That the granting of the variance will not confer special privileges on the parcel in question that are not generally available to other property in the same zoning district.

STAFF RECOMMENDATION

Generally, the request appears to be consistent with the review criteria. The parcels predate the current ordinances and standards and were legally created at the time. There is a septic drainfield currently crossing a property line and it is important that the lot line adjustment remedy that situation.

REQUESTED ACTION

The Planning Commission should hold the public hearing, review the request against the variance criteria, and make a recommendation to the City Council.



0 1,134 Feet



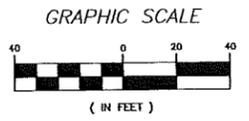
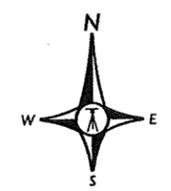
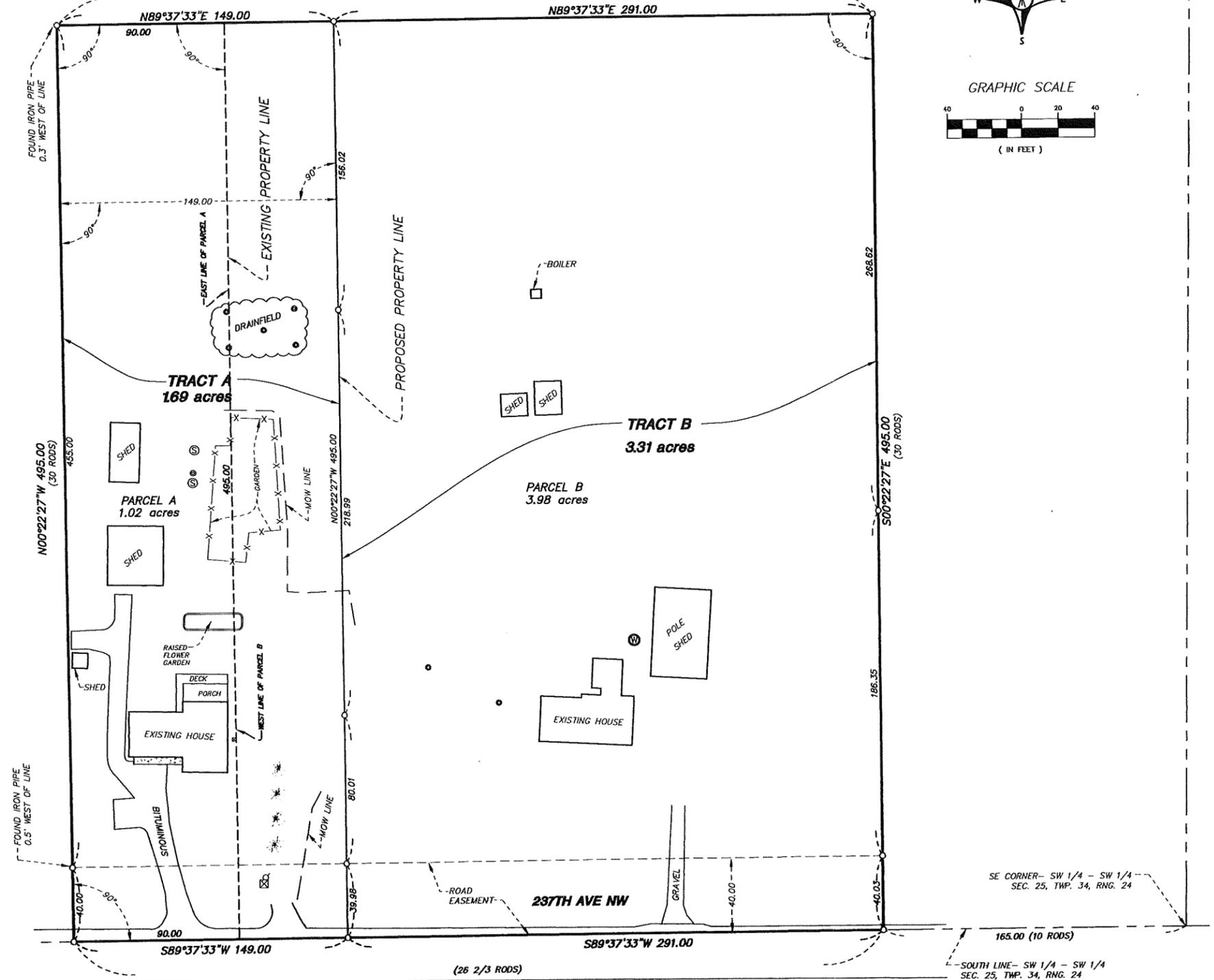
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City of
St. Francis

**Hirsch-Welsh Variance
Request
Site Location
Figure X.X**

CERTIFICATE OF SURVEY FOR ROBERT & RITA HIRSCH

(26 2/3 RODS)



- LEGEND**
- DENOTES SET IRON PIPE
 - ⊗ DENOTES POWER POLE
 - ⊗ DENOTES TELEPHONE PEDESTAL
 - ⊗ DENOTES SEPTIC MANHOLE
 - ⊗ DENOTES SEPTIC RISER
 - ⊗ DENOTES EXISTING WELL

EXISTING LEGAL DESCRIPTIONS

PARCEL A
Commencing at a point Ten (10) rods West of the Southeast corner of the Southwest Quarter of the Southwest Quarter (SW 1/4 of SW 1/4) of section Twenty-five (25), township Thirty-four (34), Range Twenty-four (24); thence West Twenty-six and Two-thirds (26 2/3) rods to the point of beginning; thence North Thirty (30) rods; thence East at right angles Ninety (90) feet; thence South at right angles a distance of Thirty (30) rods; thence West Ninety (90) feet to the point of beginning, according to the United States Government Survey thereof.

PARCEL B
That part of the Southwest Quarter of the Southwest Quarter of Section 25, Township 34, Range 24, Anoka County, Minnesota, described as follows: Commencing at a point 10 rods West of the Southeast corner of said SW 1/4 of SW 1/4 and thence West on the South line of said SW 1/4 of SW 1/4 a distance of 26 2/3 rods; thence North at right angles a distance of 30 rods; thence East at right angles a distance of 26 2/3 rods; thence South at right angles a distance of 30 rods to the point of commencement, subject to an easement for County Road purposes over the South 40 feet thereof, excepting therefrom the West 90 feet of the above described tract, as measured at right angles to the West line of the above described tract.

PROPOSED PROPERTY DESCRIPTIONS

TRACT A
The West 149.00 feet of that part of the Southwest Quarter of the Southwest Quarter of Section 25, Township 34, Range 24, Anoka County, Minnesota, described as follows: Commencing at a point 10 rods West of the Southeast corner of said SW 1/4 of SW 1/4 and thence West on the South line of said SW 1/4 of SW 1/4 a distance of 26 2/3 rods; thence North at right angles a distance of 30 rods; thence East at right angles a distance of 26 2/3 rods; thence South at right angles a distance of 30 rods to the point of commencement.

Subject to an easement for County Road purposes over the South 40 feet thereof.

Subject to any other easements, restriction, or reservations of record, if any.

TRACT B
That part of the Southwest Quarter of the Southwest Quarter of Section 25, Township 34, Range 24, Anoka County, Minnesota, described as follows: Commencing at a point 10 rods West of the Southeast corner of said SW 1/4 of SW 1/4 and thence West on the South line of said SW 1/4 of SW 1/4 a distance of 26 2/3 rods; thence North at right angles a distance of 30 rods; thence East at right angles a distance of 26 2/3 rods; thence South at right angles a distance of 30 rods to the point of commencement. EXCEPTING THEREFROM the West 149.00 feet thereof

Subject to an easement for County Road purposes over the South 40 feet thereof.

Subject to any other easements, restrictions, or reservations of record, if any.

CERTIFICATION

I HEREBY CERTIFY THAT THIS SURVEY 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.

DATED: _____
DALE B. ANDERSON, MN LIC. NO 16091



200 THIRD AVENUE NE, SUITE 100
CAMBRIDGE, MN 55008
(763)689-4042 PH. (763)689-6681 FAX

CIVIL ENGINEERS LAND SURVEYORS PLANNERS

20



PLANNING REPORT

TO: St. Francis Planning Commission
Matt Hylan, City Administrator

FROM: Nate Sparks

MEETING DATE: October 19, 2011

DATE: October 12, 2011

RE: Conditional Use Permit – Outdoor Storage in the I-1, Light Industrial District – City Public Works & Safety Facility

BACKGROUND

The City of St. Francis has made an application for a Conditional Use Permit to allow for outdoor storage in the I-1, Light Industrial District. This will allow for the police impound lot and then some accessory outdoor storage for the Public Works Department.

REQUEST REVIEW

The Public Works & Safety Facility needs a CUP in order to have outdoor storage on the site. The police impound lot is technically considered outdoor storage. There are also public works storage bins on the site which qualify, as well.

Outdoor storage is only allowed in the I-1 District with a CUP. Storage areas are to be landscaped, fenced, and screened from view of neighboring uses and abutting residential districts and rights-of-way. They are also required to be surfaced with asphalt or concrete, unless otherwise approved by the City Council. Lighting is required to be hooded and so directed that the light source is not visible from off-site. Storage areas may not take up required parking and loading spaces or 50% of the total subject site.

The impound lot is to be located in the southwest corner of the site. It will be about 400 feet from the front right-of-way and there will be some landscaping across the driveway from it. It is proposed to be surfaced with gravel. The storage bins for the Public Works Department are to be located behind the building.

CUP REVIEW

The Planning Commission shall consider possible effects of the proposed conditional use. The following review criteria shall be considered:

- A. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the Official City Comprehensive Plan.
- B. The proposed use is or will be compatible with present and future land uses of the area.
- C. The proposed use conforms with all performance standards contained in this Ordinance.
- D. The proposed use can be accommodated with existing public services and will not overburden the City's service capacity.
- E. Traffic generation by the proposed use is within capabilities of streets serving the property.

Generally, outdoor storage is a type of use that is consistent with industrial land use classifications. There is residential land uses across the street but there is a tier of commercial land uses in between that is currently undeveloped. Traffic and utilities are not a concern for this use.

REQUESTED ACTION

The Planning Commission should hold the public hearing, review the request against the CUP criteria, and make a recommendation to the City Council.



Professional Design Group
Architects / Engineers

95 East Fourth Street
Suite 200
PO Box 441
Hennepin, MN 55957

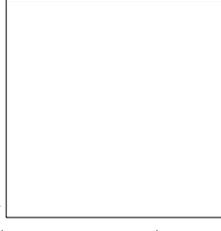
TEL: (952) 445-2288
FAX: (952) 445-2299
www.pdgroup.com

Project Title:

St. Francis Police and Public Works Facility

St. Francis, Minnesota

Key Plan:



Revisions:

Rev #	Date	Description	Approved By
0	9-28-11	ISSUE FOR BID	MOB

Note:

Drawings are not to be scaled to obtain dimensions. Dimensions shall prevail over graphic representation. Group for omitted or additional dimensions, or those in conflict with actual field measurements.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the state of Minnesota.

Signature: *Mark D. Boff*
Title: *Mark D. Boff*
Date: 9-28-11 Reg. No. 22945

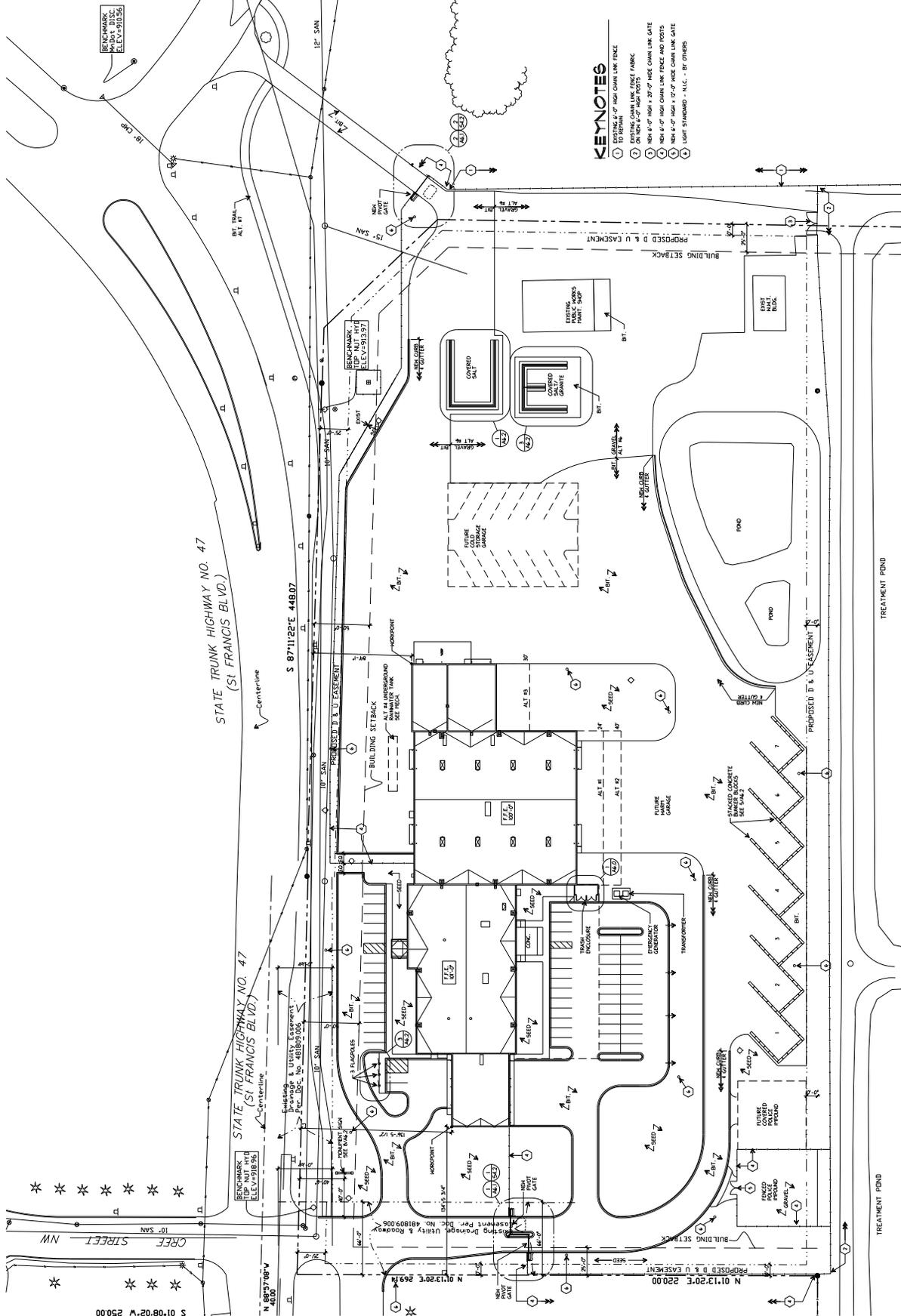
Project Number: 200718.03
Date: 9/28/11
Drawn By: CMA
Checked By: JMB
Copyright Professional Design Group: 2011

Sheet Title:
Site Plan

Sheet:

A1.0

NOTE: ELEVATION 80'-0" = 86.5'



1 SITE PLAN
SCALE 1" = 40'-0"





Professional Design Group
Architects / Engineers

152 East Fourth Street
Suite 200
PO Box 441
Hennepin, MN 55937

Ph: (627) 445-2288
Fax: (627) 445-2393
www.pdgroup.com

Project Title:

St. Francis Police and Public Works Facility

St. Francis, Minnesota

Key Plan:

Revisions:

Rev.#	Date	Description
0	9-28-11	MDB
		ISSUE FOR BID
1		Approved By:
2		

Note:
Drawings are not to be scaled to obtain measurements.
Group for omitted or additional dimensions, or those in conflict with actual field measurements.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

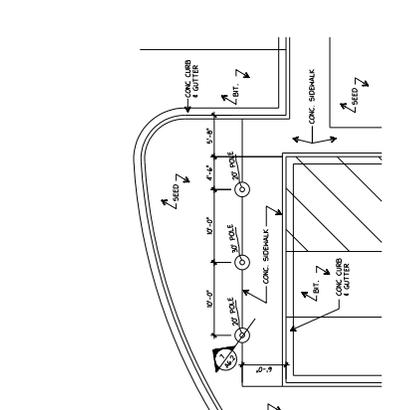
Signature: *M. D. B. B.*
Title or Printed Name: Mrs. D. B. B.
Date: 9-28-11 Reg. No. 22945

Project Number: 200718.03
Date: 9/28/11
Drawn By: CMA
Checked By: JMB
Copyright Professional Design Group: 2011

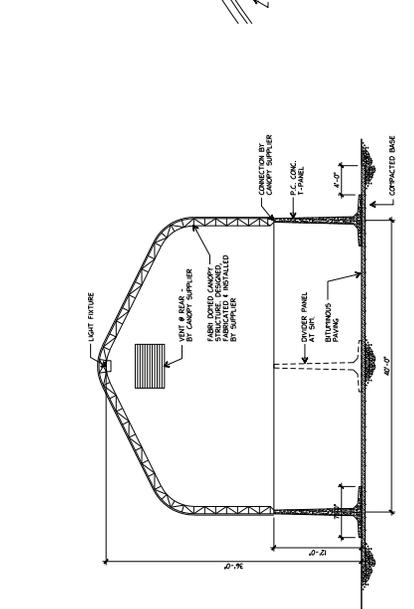
Sheet Title:
Site Details

Sheet:

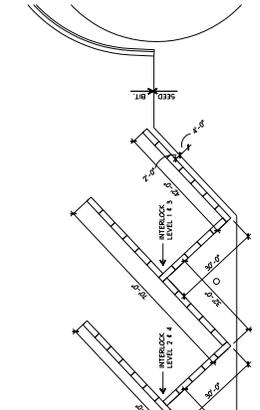
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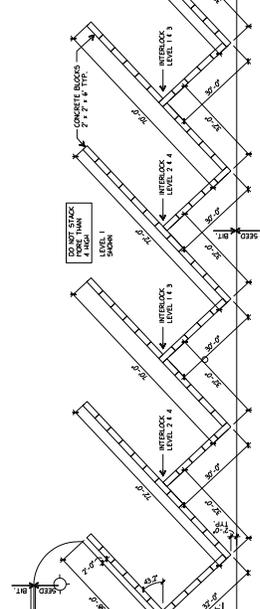
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SCALE: 1/8" = 1'-0"



2. COVERED STORAGE BUILDING SECTION
SCALE: 1/8" = 1'-0"



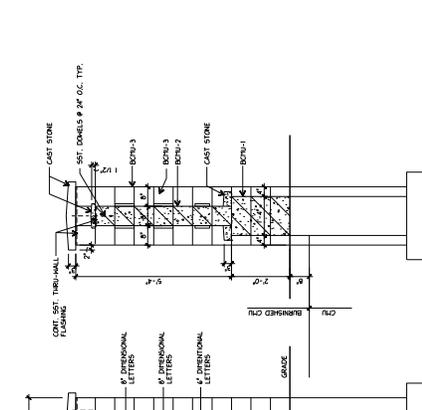
3. FLAG POLE LOCATION PLAN
SCALE: 1/8" = 1'-0"



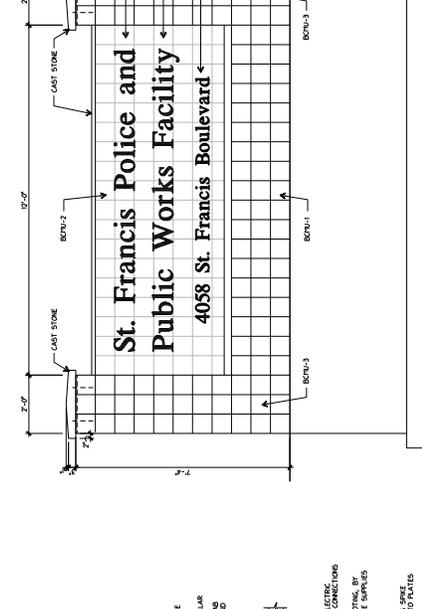
4. COVERED SALT/GRANITE BLDG
SCALE: 1/8" = 1'-0"

CONCRETE BLOCK SPECIFICATIONS:
• 8" MIN. FROM FACE OF CONCRETE FOUNDATION OR GRADE.
• 1.00 MFT STAKE MORE THAN 4' HIGH.

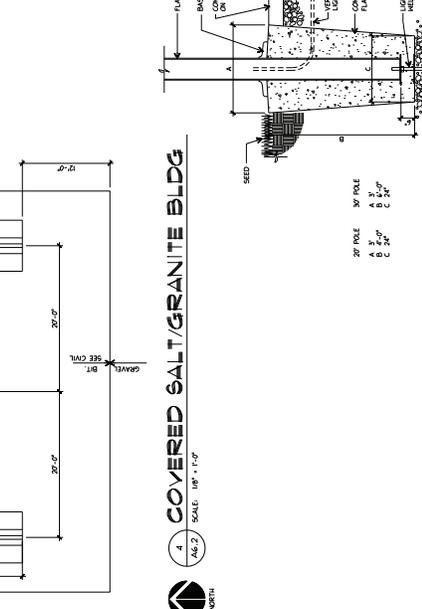
5. CONCRETE BLOCK BUNKER WALL PLAN
SCALE: 1/8" = 1'-0"



6. MONUMENT SIGN DETAIL
SCALE: 1/8" = 1'-0"



7. FLAG POLE FOOTING
SCALE: 3/4" = 1'-0"



8. COVERED SALT/GRANITE BLDG
SCALE: 1/8" = 1'-0"

Revisions:	Rev #	Date	Approved By	Description

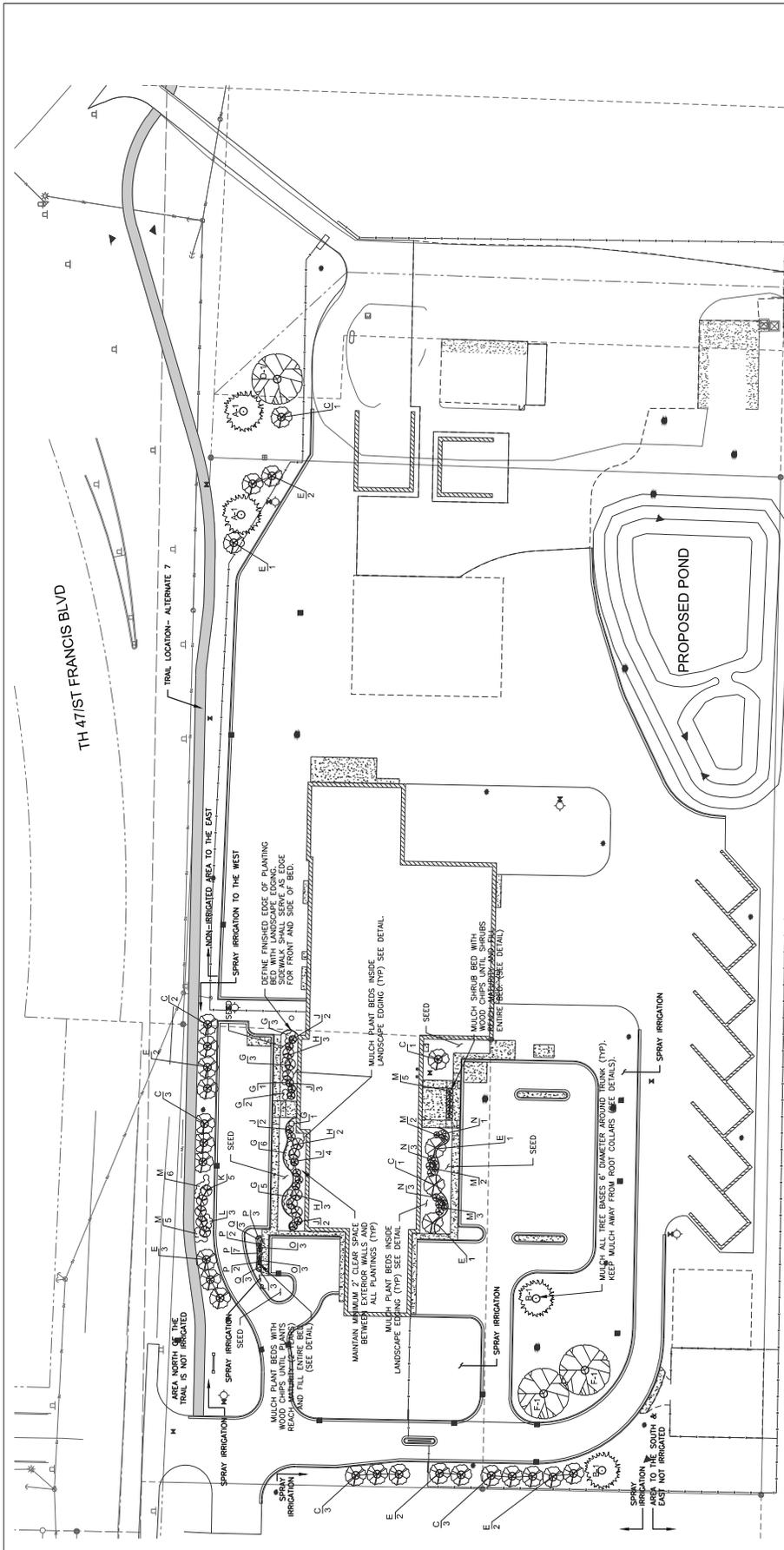
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

Signature: *[Signature]*
 Type of Pooled License: **Jared A. Vogel**
 Date: **9/28/11** Reg. No. **45963**

Project Number: **2007115.03**
 Date: **9/28/2011**
 Drawn By: **SCD**
 Checked By: **JAV**
 Copyright: Professional Design Group...2011

Sheet Title:
PROPOSED LANDSCAPE PLAN

Sheet:
C7.1



IRRIGATION NOTES:

- DRIP IRRIGATION SHALL BE PROVIDED NEAR THE FLAGPOLE AND ADJACENT TO THE BUILDING FOR ALL PLANTING BEDS. SPRAY IRRIGATION SHALL BE PROVIDED FOR TURF AREAS ADJACENT TO THE BUILDING.
- SPRAY IRRIGATION SHALL BE PROVIDED IN AREAS INDICATED.
- NON-IRRIGATED AREAS ARE AS INDICATED.

LEGEND:

- LARGE SPECIES DECIDUOUS TREE
- SMALL SPECIES DECIDUOUS OR ORNAMENTAL TREE
- LARGE SPECIES CONIFEROUS TREE
- DECIDUOUS OR CONIFEROUS SHRUBS
- ORNAMENTAL GRASSES OR HARDY PERENNIALS

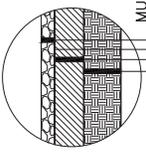
*THE IMAGE REFLECTS THE MATURE SIZE OF GROWN OR WIDTH OF SHRUB. SEE PLANT SCHEDULE FOR PROJECTED MATURE SIZE OF TREE OR SHRUB.

PROPOSED LANDSCAPE PLAN

SCALE 1" = 30'-0"

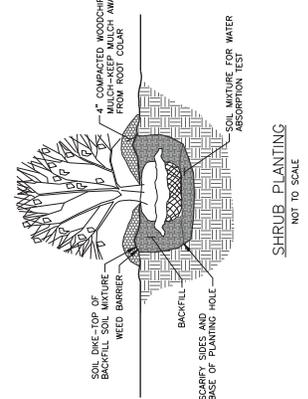
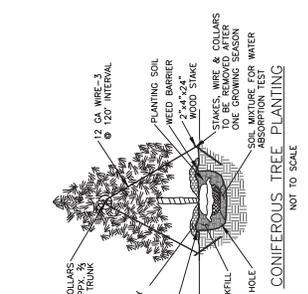
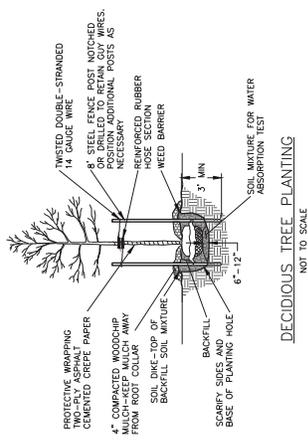
DATE: 9-28-11 10:00A LOCAL TIME

KEY	PLANT SCHEDULE	COMMON NAME	LATIN NAME	TYPE	SIZE	SPACING	PLANT	QUANTITY	MATURE SIZE (HT X WD)	SIGNIFICANT ATTRIBUTES
A	CONIFEROUS TREES	AUSTRIAN PINE	PRINUS NIGRA	CONIFEROUS TREE	6'	PLAN	BB8	2	50' H X 20' W	VIGOROUS DENSE GROWER, ATTRACTIVE BARK, TOLERATES URBAN CONDITIONS LONG NEEDLES FRAGRANT
B	CONIFEROUS TREES	BLACK HILLS SPRUCE	PICEA GLAUCOA DENATA	CONIFEROUS TREE	6'	PLAN	BB8	2	40' H X 30' W	NEEDLES NEEDLES, RESEMBLES COLORADO BLUE SPRUCE BUT IS APPROPRIATE FOR WINDSET
C	DECIDUOUS TREES	SUMMER SPHIRE LITTLE LEAF LINDEN	TILIA CORDATA HALAX PP10589	DECIDUOUS TREE	2"	PLAN	BB8	24	20' H X 10' W	SMALLER CULTIVAR FOR PARKS AND PLAZAS, ATTRACTIVE PYRAMIDAL SHAPE, FRAGRANT SPRING FLOWERS
D	DECIDUOUS TREES	KENTUCKY COFFEE TREE	GYMNOCLADUS DIOICUS	DECIDUOUS TREE	2"	PLAN	BB8	1	50' H X 40' W	SPRING FLOWERS, NATIVE, TOLERANT, ATTRACTIVE COMPOUND LEAF AND SPREADING CROWN
E	DECIDUOUS TREES	SPRING SNOW CRABAPPLE	MALUS SPRING SNOW PP2687	DECIDUOUS TREE	2"	PLAN	BB8	14	20' H X 20' W	PROLIFERATE FRAGRANT WHITE BLOSSOMS, CONSIDERED STERILE (NO FRUIT DROP)
F	DECIDUOUS TREES	AUTUMN GLAZE MAPLE	ACER X FREEMANI (P.P. N-484)	DECIDUOUS TREE	2"	PLAN	BB8	2	50' H X 40' W	FAST GROWING, EXTREMELY HIRTY, SPECTACULAR RED FALL COLOR-HOLDS LONGER THAN OTHER MAPLES
G	CONIFEROUS SHRUBS	BUFFALO JUNIPER	JUNIPERUS SABINA BUFFALO	EVERGREEN SHRUB	#5 CONT.	PLAN	CONT	21	4' H X 5' W	BRIGHT GREEN WIDE-SPREADING GROUND COVER, SOFT ATTRACTIVE FOLIAGE, VERY HARDY
H	CONIFEROUS SHRUBS	ANABELLE HYDRANGEA	HYDRANGEA ANDRESCENS ANABELLE P	DECIDUOUS SHRUB	#5 CONT.	PLAN	CONT	8	4' H X 4' W	ERECT WHITE FLOWER HEADS ON BRIGHT GREEN FOLIAGE, THIRKES IN SHADE, LOW CARE
J	CONIFEROUS SHRUBS	GARDEN GLOW DOGWOOD	CORNUS HESSEI GARDEN GLOW	DECIDUOUS SHRUB	#5 CONT.	PLAN	CONT	13	3' H X 3' W	CHARMUSE FOLIAGE, WHITE FLOWERS, STRIKING RED FALL COLOR, RED STEMS IN WINTER, THIRKES IN SHADE
K	CONIFEROUS SHRUBS	NORTHERN SUN FORSYTHIA	FORSYTHIA NORTHERN SUN	DECIDUOUS SHRUB	#5 CONT.	PLAN	CONT	5	8' H X 6' W	VIGOROUS U OF N CULTIVAR, EXCEPTIONALLY HARDY, SPECTACULAR YELLOW FLOWERS EARLY
L	CONIFEROUS SHRUBS	ARCTIC FIRE DOGWOOD	CORNUS STOLONIFERA FARROW PPH1523	DECIDUOUS SHRUB	#5 CONT.	PLAN	CONT	5	3' H X 3' W	COMPACT RED TANGLED DOGWOOD, NON-SUCKERING, DARK RED WINTER STEMS
M	CONIFEROUS SHRUBS	CONCORD BLUEBERRY	BERBERIS THUNBERGII CONCORDIE	DECIDUOUS SHRUB	#5 CONT.	PLAN	CONT	23	2' H X 3' W	NATURAL ROUND SHAPE, DARK PURPLE FOLIAGE ALL SEASON, EXCELLENT HEDGE OR BORDER
N	CONIFEROUS SHRUBS	SHINKA PATULA WISS WMP	SYNKHA PATULA WISS WMP	DECIDUOUS SHRUB	#5 CONT.	PLAN	CONT	7	6' H X 6' W	NATURAL ROUND FORM, HIGHLY FRAGRANT, LATER BLOOMING LAC, BEAUTIFUL BURGUNDY FALL COLOR
O	PERENNIALS	ORNBREYAL GRASS	ORNBREYAL GRASS	PERENNIAL	#1 CONT.	PLAN	CONT	6	5' H X 2' W	HEAVY COMPACT UPRIGHT GRASS WITH FEATHERY PLUMES OF FLOWERS UNTIL FROST
P	PERENNIALS	FLASPOLE GARDEN	FLASPOLE GARDEN	PERENNIAL	#1 CONT.	PLAN	CONT	17	10' H X 10' W	DWARF, NATURAL ROUND MOUND HABIT, LONG BLOOMING, EXCELLENT BORDER PLANT
Q	PERENNIALS	SEDUM SPECTABILE/AUTUMN FREE	SEDUM SPECTABILE/AUTUMN FREE	PERENNIAL	#1 CONT.	PLAN	CONT	6	2' H X 2' W	TIGHT GROWTH HABIT, THICK FOLIAGE, ABUNDANT FLOWERS UNTIL FROST, DISEASE & PREDATOR FREE



GENERAL NOTES:

- FOUNDATION PLANTINGS ON THE NORTH SIDE OF THE BUILDING ARE SHADE TOLERANT AND ARE SPECIES THAT WILL SERVE AS A WIND AND SNOW BREAK FOR THE STRUCTURE.
- TREES PLANTED BETWEEN THE PROPOSED TRAIL AND THE EDGE OF ROADWAY ON THE NORTH SIDE ALONG TH 47 ARE SHALL TOLERANT TO BE PLACED OUT ON THE SNOW-ICE SALT ZONE.
- SMALLER SPECIES OF TREES SUCH AS DWARF LINDEN AND STERILE FLOWERING CRABAPPLE ARE CALLED OUT FOR PLANTING ON THE EAST SIDE OF THE SITE ALONG THE BOULEVARD, FOR UNDER OVERHEAD POWER LINES OR FOR ALONG THE KENTUCKY COFFEE TREE, AMERICAN BASSWOOD, SUGAR MAPLE ARE HARDY NATIVE SPECIES AND ARE CALLED OUT FOR PLANTINGS WHERE A MATURE 30-40 FOOT CROWN CAN BE ACCOMMODATED.
- FINAL LAYOUT DETERMINED IN THE FIELD.



GENERAL PLANTING NOTES:

- PROTECTIVE WRAPPING FOR PLANT MATERIALS THAT WILL BE PLANTED IN THE WINTER. THE SIZE, TYPE AND SPECIES NAMED ON THE PLANT LIST SHALL BE USED FOR ALL PLANTINGS.
- DO NOT PLANT HOLE 1'-0" MINIMUM LARGER ON ALL SIDES THAN ROOT BALL.
- ALL SIDES OF THE PLANTING HOLE SHALL BE ALLOW TO PUDDLE AND SETTLE PRIOR TO SETTING TREE.
- DO NOT OVERWATER PLANTINGS IMMEDIATELY WITH SUPPLEMENTED SOIL MATURE, ADD WATER AND WATER MATURE.
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BAG & BALL PLANTING NOTES:

- IF ROOT BALL IS WRAPPED IN BURLAP THE LOWER PORTION OF THE FABRIC MAY BE LEFT IN PLACE AND PROPERLY DISPOSED.
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Revisions:

Rev #	Date	Description	Approved By

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

Signature: *AK*
Typed or Printed Name: James A. Vogel
Date: 9/29/11
Reg. No.: 45963

Project Number: 2007115.03
Date: 9/29/2011
Drawn By: JCD
Checked By: JCD
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Sheet Title:
PROPOSED LANDSCAPE
DETAILS



PLANNING REPORT

TO: St. Francis Planning Commission
Matt Hylan, City Administrator

FROM: Nate Sparks

MEETING DATE: October 19, 2011

DATE: October 12, 2011

RE: Ordinance Amendment – Roof Materials

BACKGROUND

The Zoning Ordinance currently has detailed information about building materials but is somewhat more vague about visible roofing materials. As part of ongoing maintenance of the code, it is recommended that some general standards be considered.

DRAFT ORDINANCE AMENDMENT

Proposed is an ordinance amendment that would add a general section about exposed roof materials after the building materials section:

Sec. 10-17-4:

- C. Commercial, Industrial, Institutional, and Multi-Family Roofs.
 - 1. All exposed roof materials shall be similar to or an architectural equivalent of commercial grade asphalt or fiberglass shingles, wood shingles, tile shingles, finished metal standing seam, or better.
 - 2. Pitched roofs shall be constructed with at least a one (1) foot over hang around the perimeter of the structure.
 - 3. Roofing materials and standards for two-family dwellings and townhomes shall meet the standards for single family homes as stated in Section 10-17-8-C.
 - 4. Cloth, canvas, plastic sheets, tarps, and similar materials are not allowed as roofing materials except for greenhouses, agricultural uses, and public uses for the purposes of protecting outdoor storage materials necessary for public safety such as salt and sand.

REQUESTED ACTION

The Planning Commission should review the draft ordinance and hold the public hearing. Additional changes may be made to the draft language for the final ordinance form to be sent to the City Council.



PLANNING REPORT

TO: St. Francis Planning Commission
Matt Hylan, City Administrator

FROM: Nate Sparks

MEETING DATE: October 19, 2011

DATE: October 12, 2011

RE: Ordinance Amendment – Dog Kennels

BACKGROUND

At the previous Planning Commission meeting, the Commission finalized draft ordinance changes to the Animal Ordinance and Zoning Ordinance to modify regulations regarding dog kennels. The purpose of the amendment is to place the same restrictions regarding the number of dogs allowed on both commercial and non-commercial kennels. The change requires the Animal Ordinance, definition of kennel in the Zoning Ordinance, and the District Standards for the A-1, A-2, and A-3 Districts all be amended. No changes are proposed to the kennel license section in Chapter 6 of the City Code, at this time.

DRAFT ORDINANCE AMENDMENTS

The following is the draft ordinance in review form:

Ordinance Section #1

Section 8-3-1:

~~C. License Required and Number of Dogs Restricted. It is unlawful for the owner of any dog, six (6) months of age or more, to fail to obtain a license therefore from the City. All dogs kept, harbored, or maintained in the City of St. Francis shall be licensed and registered. Applications for licenses shall be made to the City Clerk upon forms provided by the Clerk. Said application shall require the owner, among the other information required by the City Clerk, to supply the name, age, predominant breed, sex, color and markings of each dog sought to be licensed. In addition, when the applicant or owner has been convicted of a violation to Section 8-3-1.L of this Code relative to the dog sought to be licensed, the application shall require proof of public liability insurance as set forth in Section 8-3-1.S of this Code. Upon submission of the application and a certificate of evidencing compliance with the terms and provisions of the license fee, the City Clerk shall issue a license, which license shall be effective until the next 31st day of December of the following year. The number of dogs permitted~~

~~shall not exceed three (3) dogs over the age of three (3) months per dwelling unit. Properties located within the Urban Service area of the City shall be limited to a maximum of two dogs housed outside the principal structure. Provided, that this Subdivision shall not apply to a kennel licensed under the City Code. (Ord 17, SS, 5-3-1993; Ord 92, SS, 6-19-2005~~

License Required and Number of Dogs Restricted.

1. Licenses. It is unlawful for the owner of any dog, six (6) months of age or more, to fail to obtain a license therefore from the City. All dogs kept, harbored, or maintained in the City of St. Francis shall be licensed and registered. Applications for licenses shall be made to the City Clerk upon forms provided by the Clerk. Said application shall require the owner, among the other information required by the City Clerk, to supply the name, age, predominant breed, sex, color and markings of each dog sought to be licensed. In addition, when the applicant or owner has been convicted of a violation to Section 8-3-1.L of this Code relative to the dog sought to be licensed, the application shall require proof of public liability insurance as set forth in Section 8-3-1.S of this Code. Upon submission of the application and a certificate of evidencing compliance with the terms and provisions of the license fee, the City Clerk shall issue a license, which license shall be effective until the next 31st day of December of the following year.

2. Number of Dogs Allowed.

a. The number of dogs permitted shall not exceed three (3) dogs over the age of three (3) months per dwelling unit in the urban service area and on rural parcels less than 5 acres in size. Properties located within the Urban Service area of the City shall be limited to a maximum of two dogs housed outside the principal structure.

b. On parcels greater than 5 acres in size in the rural service area, the number of dogs permitted shall not exceed four (4) dogs over the age of three (3) months per dwelling unit unless in receipt of an Interim Use Permit for a Kennel in the A-1, A-2, or A-3 Districts. In no instance shall the number of dogs exceed 15 with the IUP.

Ordinance Section #2

Section 10-2-2:

KENNEL, COMMERCIAL: Any structure or premises on which *more than four (4) dogs up to fifteen (15) dogs over six (6) months of age are commercially kept for sale, breeding, boarding, breeding, or exhibited, housed, bred, boarded, or*

exhibited, except hospitals, clinics, and other premises operated by a licensed veterinarian exclusively for the care and treatment of animals.

Ordinance Section #3

Sections 10-51-4, 10-52-4, and 10-53-5:

(These sections are the A-1 and A-2 Conditional Uses and A-3 Interim Uses respectively.)

The purpose is to modify commercial horse stables and commercial kennels into only commercial horse stables:

Commercial horse stables ~~and commercial kennels~~ provided that:

1. The provisions of Chapter 6 of this Ordinance and Section 8-3 of the City Code are considered and determined to be satisfied.
2. The use is located on an arterial or collector road.
3. The use is accessory to a residential use.
4. All standards pertaining to Chapter 21 of this Ordinance are met.

Then add kennels as a separate use:

Kennels provided that:

1. *The provisions of Chapter 6, Condition Use Permit, of this Ordinance and Section 8-3, Animals, of the City Code are met.*
2. *Any breeding, boarding, exhibiting, or other such commercial activity shall require the site to be located on a collector or arterial roadway, have sufficient off-street parking supplied, provide adequate fencing and/or screening to adjacent uses, and be in compliance with Chapter 21 of this ordinance regarding Home Occupations.*
3. *The kennel shall be accessory to a residential use.*
4. *The subject site shall be a minimum of 5 acres in size.*
5. *The property owner shall be in receipt of a kennel license as required in Section 6-7 of the City Code.*

6. *No more than fifteen (15) dogs over the age of six (6) months shall be kept on the site at any time.*

REQUESTED ACTION

The Planning Commission should review the draft ordinance changes and hold the public hearing. Additional changes may be made to the draft language for the final ordinance form to be sent to the City Council

STAFF RECOMMENDATION

If the Planning Commission finds that this ordinance is consistent with previous direction, it would be appropriate to forward on to the City Council in final form.