



ST. FRANCIS PLANNING COMMISSION

**ISD #15 DISTRICT OFFICE BUILDING
4115 AMBASSADOR BLVD.
JUNE 15, 2016**

7:00 PM

AGENDA

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda June 15, 2016
4. Approve Minutes April 20, 2016
5. Public Comment
6. Public Hearing: Emmerich & Wallace Minor Subdivision
7. Public Hearing: Crown 2nd Preliminary Plat
8. Public Hearing: East Village Preliminary Plat
9. Planning Commission Discussion
10. 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
April 20, 2016**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Steinke.
2. **Roll Call:** Present were Ray Steinke, Brittney Berndt, Todd Gardner, Joel Olson and William Murray.
3. **Adopt Agenda:** Motion by Olson, second by Berndt to approve the April 20, 2016 agenda. Motion carried 5-0.
4. **Election of Officers for 2016:** Motion by Olson to elect Steinke as Chair, Second by Berndt. No other nominations. Approved 4-0, Steinke abstained.

Motion by Steinke to elect Berndt as Vice Chair, Second by Gardner. No other nominations. Approved 4-0, Berndt abstained

5. **Approve Minutes:** Motion by Olson, second by Gardner to approve the October 21, 2015 minutes. Motion carried 5-0.
6. **Public Comment:** None
7. **Public Hearing:** Rum River Terrace PUD Amendment

Introduced by Nate Sparks, Northwest Associates Consultants, Hearing is to address specific changes to the Rum River Terrace PUD that was approved in 2004. This is an existing development, half of the development has been completed. The amendment addresses the second half of the development that has not had successful development.

- Request is to transfer twin home lots to Single-family detached.
- Setback – lots will follow 35' front setback as originally proposed, request a change to side setbacks to 5' on each side.
- Lot sizes are currently not equal, propose to adjust lot lines to 50' width. One lot will be less due to drainage.
- Not seeking to continue Association guidelines on the applicable lots.
- Impervious surface will be capped between 40% to 50%, recommending 50% and consider open space
- House type is same/similar to the twin home styles. Five styles provided and city will watch when building permits applied for to verify meet
- Applicants want to adhere to 400 sq. ft. garage requirements and not meet current ordinance requirements of 440 sq. ft.
- Units would be required to meet R2 district building requirements beyond noted above changes.
- Snow and water drainage may be a concern with limited area.

PUD amendment is to assist the development in reasons of sale and get it going again. There are conditions of the approved as outlined in the staff memo.

Murray questioned guest parking and designated areas, Sparks noted that is not considered but was not arranged as part of the original approval.

Olson made an inquiry into 232nd verifying it was a private road.

Public Comment – Elisha Grams, 3571 232nd Ave NW – verified lots involved Lots 3-18, 21-30 of Block 3 and Lots 1-6 of Block 4. Noting nothing on the private road is part of the application. Per Sparks, the amended area will not be part of either of the existing associations.

Public Comment – Alyssa Newbury, 23289 Vintage St NW – Representing RR Terrace board, concerned about maintaining the visual appearance of the community. What will divide homes within or outside of the association, is there any physical barrier between the two? Any changes to the road? Can it be required that they continue as an association? Concerns in regards to the pump house/ irrigation well. This association is currently paying the costs for the pump house and street light electric. Per Sparks, he will speak to the engineer in regards to the well house. As it may make sense to place a fence between properties, noting is required. No change to the roads, using existing layout, as the applicant is seeking to eliminate the association, the Planning Commission could make it a requirement to hold it.

Public Comment – Barb Hankes, 3570 232nd Ct NW – main concern is in regards to the current two new builds, why didn't they have a public hearing? No copies of the homes like attached to this meeting, just building permits. Concerned as the two new homes do not represent the investments already in place. That area is under an association, where is the requirements upon new units? Per Sparks, the original plat was created in 2004. It would have gone through a public hearing at that time. The city does not enforce declarations that is the duty of the Association of that development. Association would be charged with responsibility of style, color etc. The City approves building permits, does not act as, or enforce declarations or Association rules.

Barb provided photos of the concerns and how the two new homes under construction do not match those that were originally placed in the development. Noted that residence are extremely disappointed as it is a nice area and being maintained.

General conversation between the Commission, Councilmember Rich Skordahl and the public in regards to the process in 2004, it was approved back then as a whole development and not the specifics we are looking at today in regards to styles. Public is concerned about issues related to maintaining the grounds, parking, street parking and that they were understanding when they purchased the development as a whole would be conforming to the same rules.

Steinke reminded the audience that this public hearing is to change an existing plan. That the land concerns they have were addressed in a public hearing before they purchased / when the development was established. There are no changes to their parcels within this hearing.

Olson addressed issues of the City ordinances in place in regards to lot width, currently an R2 district is 80', they are requesting 50' although there is room to create 80' lots. Garage requirements in place are 440 sq. ft., and they are requesting 400 sq. ft. Set back requirements are 10' house side and 5' garage, and they are requesting 5' and 5'. Olson does not support those requests as they are outside if the spirit of the code in which they were put in place to begin with. This development has the room and the ability to create conforming lots. If these codes are important to us now, does not support these differences.

Murray requested clarification in regards to yard buildings or sheds (accessory buildings), per Sparks, they will follow the standard code requirements. In regards to decks they will be allowed if they are able to meet setbacks.

Gardner questioned styles and the information provided, per Sparks, there are 5 different plans in place, any builder going forward would have to comply with those styles and be consistent with those styles.

Olson made motion to not recommend this application, Second by Berndt. Motion failed 2-3

Gardner made a motion to accept the application with the conditions set forth in 1-8 in the packet, Second by Murray with the request that the applicant strongly consider to hold the association. Passed 3-2, Nay Olson and Berndt

8. **Planning Commission Discussion**
Concerns that were brought up in regards to new home not conforming in RR Terrace along 232nd. Commission requested that staff review the concerns and report back.
9. **Adjournment:** Motion by Berndt, second by Olson to adjourn. Motion carried 5-0. Meeting adjourned at 8:40 pm.

Kate Thunstrom, Community Development Director

Date



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING MEMO

TO: St. Francis Planning Commission
FROM: Nate Sparks, Consulting Planner
DATE: June 9, 2016
RE: Emmerich & Wallace Minor Subdivision

BACKGROUND

Bruce Emmerich & Nancy Wallace have made an application to divide an approximately 40 acre parcel into two lots. The parcel is located north of 229th Avenue on the west side of Tamarack Street in the 23000 block of addresses. The property is zoned A-2, Rural Estate Agriculture. The property is currently owned by Ann Johnson, who is a co-applicant.

REQUEST REVIEW

The applicant is proposing to divide the existing 40 acre parcel into two lots that are each about 20 acres in size. The parcel is currently rural vacant land.

Transportation Elements

In the City's Transportation Plan, Tamarack Street is identified as a minor collector under municipal jurisdiction. Currently, the property line extends into the centerline of the Tamarack Street right-of-way. The applicant has provided a 40 foot wide easement over the right-of-way. Minor Collectors are required to have a right-of-way width of 80 feet.

The City's Transportation Plan also identifies a future roadway on the south side of the subject site. The applicant is providing for half of the right-of-way for this road by an easement. There is already an easement for the other half of the road on the property to the south. The road is not proposed to be constructed, at this time.

Tamarack Street is identified as a future trail corridor. The proposed right-of-way width is sufficient to include the trail.

Lot Size and Dimensions

The A-2 District requires a minimum lot size of 10 acres. As proposed, both lots are depicted as being about 19.9 acres in size. With reductions from the right-of-way easements the two lots will be about 19.3 acres and 18.5 acres, both exceeding the minimum lot size requirements. The minimum lot width is 300 feet and both properties are about 660 feet in width.

Building Locations & Setbacks

The applicant has provided proposed building pads with a soil boring and then four soil borings for septic areas on each lot. The information appears to confirm that the lots can support houses. The building pads are in conforming areas on the lot.

Newly created lots in the Rural Service Area are required to have a 1 acre area suitable for building. This area is required to have a separation of three feet to mottled soils and have slopes less than 12%. There is also a requirement that two septic system sites can be found on the site. The proposed lots meet these standards.

Drainage & Wetlands

There is a large wetland on the rear of the property. The applicant has had the wetland delineated. The delineation report is currently under review. The wetland area and buffer will need to be placed in an easement. Perimeter drainage and utility easements are also required.

Park Dedication

Park dedication will need to be paid in the amount of \$2500. This is due prior to the recording of the minor subdivision.

Minor Subdivision Review

The City allows metes and bounds divisions (minor subdivisions) in cases where any new resulting lots are 10 acres or more in size and 300 feet in width. This proposed division meets these general standards.

RECOMMENDATION

The proposed subdivision appears to be generally consistent with the City's Zoning and Subdivision Ordinances and the Comprehensive Plan, and therefore acceptable for approval.

REQUESTED ACTION

The Planning Commission should hold the public hearing and make a recommendation to the City Council. If the Planning Commission recommends approval, Staff advises doing so with the following conditions:

1. The subdivision shall be recorded with Anoka County within 90 days of approval.
2. Any recommendations by the City Engineer shall be satisfied.
3. The wetland delineation shall be approved. If the wetland line is adjusted, the easement shall be adjusted accordingly.
3. The proposed septic sites are subject to review and approval of the Building Official.
4. Park dedication shall be paid.
5. All new easements shall be recorded.

Attached:

Aerial Photo

Preliminary Plat



Emmerich & Wallace Minor Sub.

Subject Site



Aerial Photo: Flown Spring of 2014



MINOR SUBDIVISION
 NW 1/4 OF THE SE 1/4,
 SECTION 35, TOWNSHIP 34, RANGE 24,
 ANOKA COUNTY, MINNESOTA

BRUCE EMMERICH

PARCEL DESCRIPTION (per Anoka County Tax Records):

The Northwest Quarter of the Southeast Quarter, Section 35, Township 34, Range 24, Anoka County, Minnesota.

Proposed Description Parcel 1:

The North Half of the Northwest Quarter of the Southeast Quarter, Section 35, Township 34, Range 24, Anoka County, Minnesota.

Proposed Description Parcel 2:

The South Half of the Northwest Quarter of the Southeast Quarter, Section 35, Township 34, Range 24, Anoka County, Minnesota.

(Abstract Property)

GENERAL NOTES:

- 1) The field work for this survey was completed on June 7, 2016
- 2) Bearings shown hereon are based on the west line of the Northwest Quarter of the Southeast Quarter, Section 35, Township 34, Range 24, which is assumed to bear N00°19'27"E.
- 3) The wetlands shown hereon were delineated by Kjalhaug Environmental Services, Inc. in April of 2016.
- 4) Soil Borings done by Tradewell Soil Testing.
- 5) Existing contours shown per Minnesota Department of Natural Resources Lidar.

PROPOSED EASEMENTS:

Drainage & Utility Easement (1):

An easement lying over, under, and across that part of the Northwest Quarter of the Southeast Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota, lying westerly of the following described line:

Commencing at the Northeast corner of said Northwest Quarter of the Southeast Quarter; thence North 89 degrees 45 minutes 26 seconds East, assumed bearing, along the North line of said Northwest Quarter of the Southeast Quarter, a distance of 511.53 feet to the point of beginning of said line to be described; thence South 24 degrees 26 minutes 02 seconds East, 92.02 feet; thence South 05 degrees 35 minutes 47 seconds East, 46.23 feet; thence South 49 degrees 07 minutes 21 seconds West, 107.00 feet; thence South 79 degrees 08 minutes 28 seconds West, 61.16 feet; thence South 02 degrees 27 minutes 18 seconds West, 32.05 feet; thence South 19 degrees 37 minutes 40 seconds West, 76.15 feet; thence South 58 degrees 54 minutes 02 seconds East, 187.24 feet; thence South 03 degrees 37 minutes 03 seconds West, 124.53 feet; thence South 35 degrees 22 minutes 10 seconds West, 75.25 feet; thence South 21 degrees 05 minutes 54 seconds West, 214.41 feet; thence South 44 degrees 22 minutes 17 seconds West, 128.12 feet; thence South 08 degrees 22 minutes 25 seconds West, 35.97 feet; thence South 44 degrees 31 minutes 28 seconds West, 51.65 feet; thence South 67 degrees 39 minutes 00 seconds West, 80.36 feet; thence South 13 degrees 19 minutes 36 seconds West, 103.34 feet; thence South 57 degrees 53 minutes 25 seconds East, 26.04 feet; thence South 16 degrees 36 minutes 54 seconds East, 221.60 feet to the South line of said Northwest Quarter of the Southeast Quarter and said line then terminating.

Said easement contains an area of ±919,481 Sq.Ft. (±21.13 Acres)

Drainage & Utility Easement (2):

An easement lying over, under, and across that part of the Northwest Quarter of the Southeast Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northeast corner of the South half of the Northwest Quarter of the Southeast Quarter of Section 35, Township 34, Range 24; thence South 89 degrees 50 minutes 31 seconds West, assumed bearing, along the North line of said South Half of the Northwest Quarter of the Southeast Quarter, a distance of 56.13 feet to the point of beginning of said easement to be described; thence South 43 degrees 41 minutes 09 seconds West, 43.01 feet; thence South 79 degrees 23 minutes 49 seconds West, 58.26 feet; thence North 63 degrees 49 minutes 39 seconds West, 93.75 feet; thence North 34 degrees 53 minutes 23 seconds West, 119.65 feet; thence North 03 degrees 58 minutes 16 seconds East, 71.03 feet; thence North 58 degrees 22 minutes 53 seconds East, 64.01 feet; thence South 70 degrees 14 minutes 57 seconds East, 78.18 feet; thence South 35 degrees 51 minutes 55 seconds East, 97.30 feet; thence South 88 degrees 12 minutes 22 seconds East, 29.67 feet; thence South 45 degrees 33 minutes 28 seconds East, 52.35 feet; thence South 16 degrees 27 minutes 14 seconds West, 61.77 feet to the point of beginning.

Said easement contains an area of ±38,663 Sq.Ft. (±0.89 Acres)

Road Easement for Tamarack Street N.W.:

An easement lying over, under, and across the East 40.00 feet of the Northwest Quarter of the Southeast Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota

Said easement contains an area of ±52,798 Sq.Ft. (±1.21 Acres)

Road Easement for 40th Avenue:

An easement lying over, under, and across the South 30.00 feet of the Northwest Quarter of the Southeast Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota

Said easement contains an area of ±39,586 Sq.Ft. (±0.91 Acres)

LEGEND

- - Denotes Anoka County Monument, as noted
- - Denotes Set Iron Pipe, Marked with RLS 40361
- - Denotes Found Iron Pipe or Drill Hole, as noted
- - Denotes Soil Boring
- - Denotes Existing Fence as noted
- ▨ - Denotes Gravel Surface
- ▩ - Denotes Bituminous Surface
- - - - - Denotes Existing 2 Ft. Contour
- - - - - Denotes Existing 10 Ft. Contour

SITE DATA

TOTAL SITE AREA	±39.9 AC.
TOTAL NUMBER OF PARCELS	2
PARCEL A LOT AREA	±19.94 AC.
PARCEL B LOT AREA	±19.96 AC.

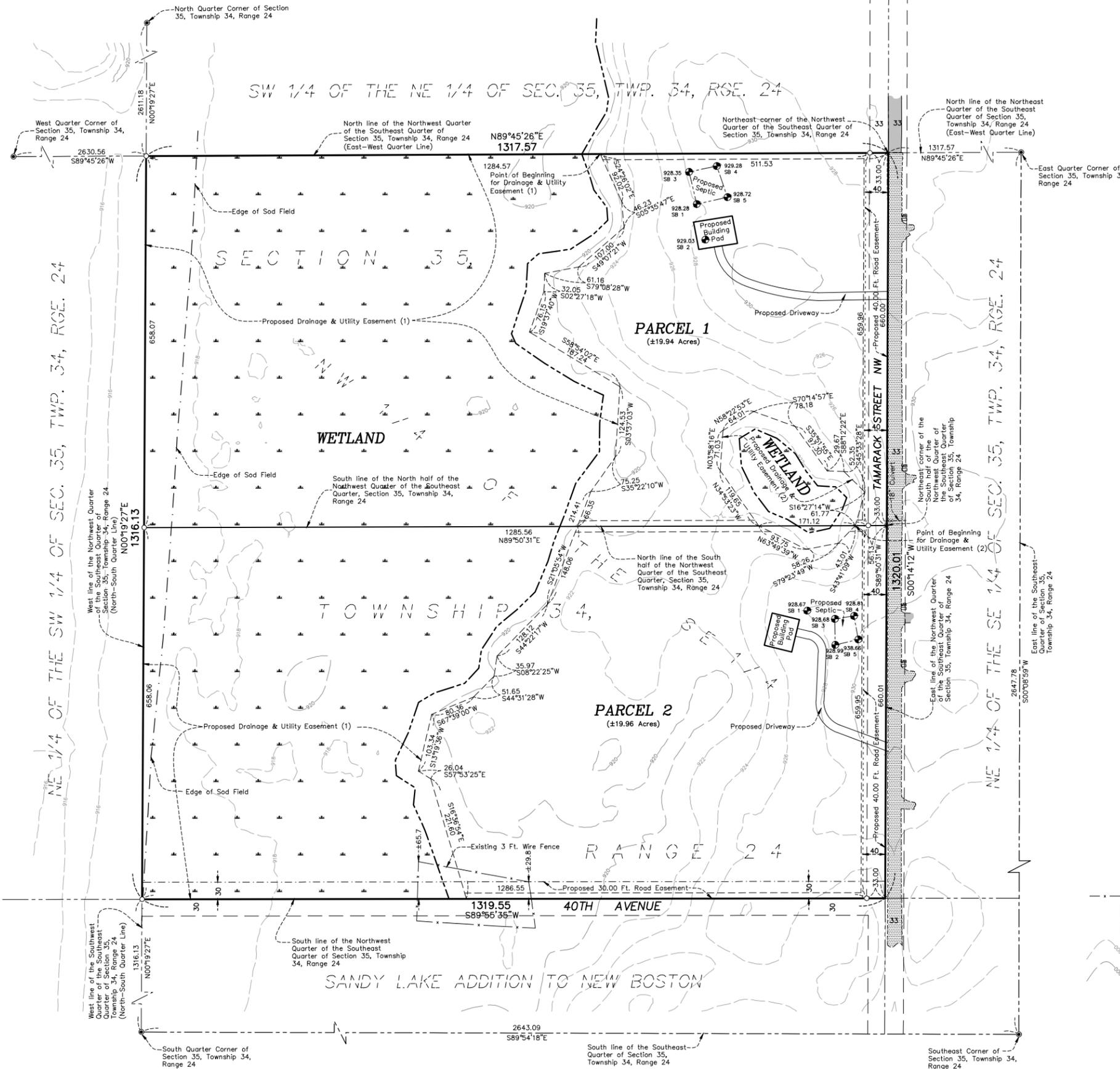
PROPOSED DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS: (No Scale)

OWNER

Bruce Emmerich
 6344 253rd Avenue
 St. Francis, MN 55070
 PID: 35-34-24-42-0001



being 10 feet in width, and adjoining side lot lines, right of way lines and rear lot lines unless otherwise shown on this plot.



ENVIRONMENTAL - ENGINEERING - SURVEYING
 3890 Pheasant Ridge Drive NE,
 Suite 100, Blaine, MN 55449
 Phone: 763-489-7900 Fax: 763-489-7959

MINOR SUBDIVISION

TAMARACK STREET NW,
 MINOR SUBDIVISION
 St. Francis, Minnesota

BRUCE EMMERICH
 6344 253rd Avenue
 St. Francis, MN 55070

REVISIONS

1.	Add Proposed Drwy Entrances-5/11/16
2.	City Comments - 6/9/2016
3.	
4.	
5.	
6.	
DRAWN BY:	JAB
ISSUE DATE:	4/29/2016
FILE NO.:	1178

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

Name: Thomas R. Balluff
 Signature: *Thomas R. Balluff*
 Date: 4/29/2016 License #: 40361



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING MEMO

TO: St. Francis Planning Commission
FROM: Nate Sparks, Consulting Planner
DATE: June 9, 2016
RE: Crown 2nd Addition Preliminary Plat

Background

The City of St. Francis is proposing to plat an existing City owned outlot into one buildable site located near the intersection of Highway 47 and 233rd Avenue. The property is located north of the City's liquor store.

Subject Site

The outlot in question is Outlot A of the Crown Addition. It was reserved for future development and contains a drainage pond on the north side of the lot. There is also an exit drive from the City liquor store parking lot through the site.

The site is zoned B-2, General Commercial. It is guided for a commercial land use in the Comprehensive Plan.

Proposed Plat

The City intends to plat the lot in order to make it a buildable site. The preliminary plat depicts a generic commercial use on the property and parking area to demonstrate that a conforming use may be accommodated.

In order to maintain the liquor store access drive in its current location, the City must place it within an easement. The State Highway Department is currently reviewing the plat.

The primary access to this parcel will need to be from Aztec Drive on the rear. Aztec Drive was created by the City to be a backage road for access to the commercial properties along Highway 47.

The storm water pond will need to be placed within an easement. If additional ponding is required at the time of construction, there will need to be additional easements granted.

The minimum lot size within the B-2 District is 20,000 square feet with a minimum width of 100 feet. This proposed lot exceeds both standards. Any future construction will need to adhere to the City's B-2 District standards.

Park dedication requirements were resolved with the Crown Addition final plat.

RECOMMENDATION

When considering a preliminary plat, the City must make findings that the plat is not premature for consideration, consistent with the Comprehensive Plan, adheres to the requirements of the Subdivision Ordinance, and meets all performance standards within the Zoning Ordinance. This plat appears to meet all requisite standards.

REQUESTED ACTION

The Planning Commission should hold the public hearing and make a recommendation to the City Council. Any recommendation of approval should be with the following conditions:

1. All requirements of the State Department of Transportation shall be addressed.
2. Easements over the drainage pond and access drive shall be recorded with the final plat.

Attached:

Aerial Photo

Original Plat

Preliminary Plat



Crown 2nd Addition

Subject Site

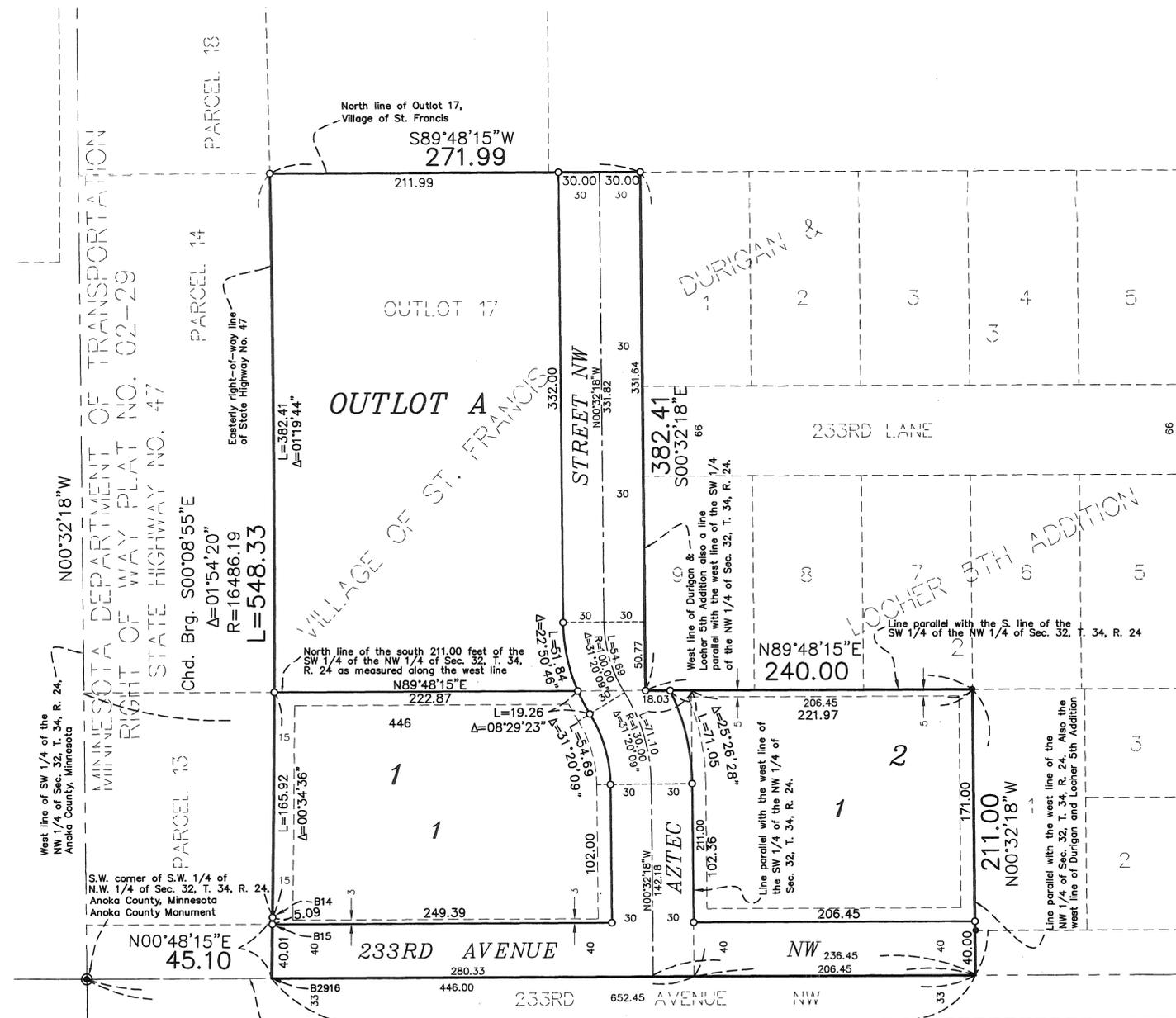


Aerial Photo: Flown Spring of 2014



CROWN ADDITION

CITY OF ST. FRANCIS
COUNTY OF ANOKA
Sec. 32, T. 34, R. 24



KNOW ALL PERSONS BY THESE PRESENTS: The City of St. Francis, a Minnesota Municipal Corporation, fee owner of the following described property situated in the County of Anoka, State of Minnesota to wit:

That part of Outlot 17, VILLAGE OF ST. FRANCIS, Anoka County, Minnesota lying westerly of the following described line: Commencing at a point on the South line of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, distant 652.45 feet East, as measured along said South line, of the Southwest corner of said Northwest Quarter; thence Northerly, parallel with the West line of said Northwest Quarter, a distance of 211 feet; thence Westerly, parallel with said South line of the Northwest Quarter, a distance of 240 feet, to the point of beginning of the line to be described; thence Northerly, parallel with said West line of the Northwest Quarter, a distance of 382.41 feet, more or less, to the North line of said Outlot 17, and there terminating and lying Northerly of the Southerly 211 feet of said Northwest Quarter, as measured along the West line thereof. EXCEPT that part thereof platted as MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 02-29, Anoka County, Minnesota.

AND

That part of Outlot 17, VILLAGE OF ST. FRANCIS, Anoka County, Minnesota described as follows:

Beginning at the Southwest Corner of the Southwest Quarter of the Northwest Quarter of Section 32, Township 34, Range 24; thence East along the south line of said Southwest Quarter of the Northwest Quarter 446 feet; thence North parallel with the west line of said Southwest Quarter of the Northwest Quarter 211 feet; thence West parallel with said south line 446 feet to said west line; thence south along said west line to the point of beginning. EXCEPT that part thereof platted as MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 02-29, Anoka County, Minnesota.

AND

That part of Outlot 17, VILLAGE OF ST. FRANCIS, Anoka County, Minnesota described as follows:

Commencing at the Southwest Corner of the Southwest Quarter of the Northwest Quarter of Section 32, Township 34, Range 24; thence East along the south line of said Southwest Quarter of the Northwest Quarter 446 feet to the point of beginning; thence North parallel with the west line of said Southwest Quarter of the Northwest Quarter 211 feet; thence East parallel with said south line 206.45 feet; thence South parallel with said west line 211 feet to said south line; thence West along said south line 206.45 feet to the point of beginning.

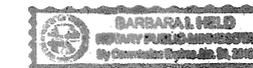
Has caused the same to be surveyed, platted and known as CROWN ADDITION and does hereby donate and dedicate to the public for public use forever the street and avenue and drainage and utility easements as shown on this plat. In witness whereof said City of St. Francis has caused these presents to be signed by its proper officer this 6th day of February, 2006.

CITY OF ST. FRANCIS

R. J. Dressen
R. J. Dressen, Mayor

STATE OF MINNESOTA
COUNTY OF Anoka

The foregoing instrument was acknowledged before me this 6th day of February, 2006, by R. J. Dressen, as Mayor of the City of St. Francis, a Minnesota Municipal Corporation, on behalf of the corporation



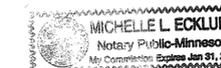
Barbara L. Held
Notary Public, Minnesota
My Commission Expires: January 31, 2010

I hereby certify that I have surveyed and platted the property on this plat as CROWN ADDITION; that this plat is a correct representation of said survey; that all distances are correctly shown on said plat in feet and hundredths of a foot; that all monuments have been correctly placed in the ground as shown on said plat or will be placed as required by the local governmental unit as designated on said plat; that the outside boundary lines are correctly designated on said plat; and that there are no wetlands as defined in MS 505.02, subd. 1, or public highways to be designated other than as shown.

Charles R. Christopherson
Charles R. Christopherson, Land Surveyor
Minnesota License No. 18420

STATE OF MINNESOTA
COUNTY OF ANOKA

The foregoing instrument was acknowledged before me this 17th day of March, 2006, by Charles R. Christopherson, Land Surveyor.



Michelle L. Ecklund
Notary Public, Minnesota
My Commission Expires: January 31, 2010

ST. FRANCIS, MINNESOTA

This plat of CROWN ADDITION was approved and accepted by the City Council of St. Francis, Minnesota, at a regular meeting thereof held this 6th day of February, 2006. If applicable, the written comments and recommendations of the Commissioner of Transportation and the County Highway Engineer have been received by the City or the prescribed 30 day period has elapsed without receipt of such comments and recommendations, as provided by Minn. Statutes Section 505.03, Subd. 2.

CITY COUNCIL OF THE CITY OF ST. FRANCIS, MINNESOTA

R. J. Dressen
R. J. Dressen, as Mayor

Barbara L. Held
Barbara L. Held, City Clerk



ANOKA COUNTY SURVEYOR

This plat was checked and approved on this 2nd day of DECEMBER, 2006.

Larry D. ...
Anoka County Surveyor

2011779.001
OFFICE OF COUNTY RECORDER
STATE OF MINNESOTA, COUNTY OF ANOKA
I hereby certify that the within instrument was filed in this office to record on the 2nd December, A.D., 2009 at 12:17 o'clock P.M., and was duly recorded in book 75 page 17
Maureen J. Devine
County Recorder
By BMC
Deputy

Drainage and Utility Easements are shown thus

being 10 feet wide and adjoining lot lines and street lines unless otherwise shown on plat

SCALE IN FEET

For the purposes of this plat the South line of the Southwest Quarter of the Northwest Quarter of Sec. 32, T. 34, R. 24 is assumed to bear North 89°48'15" East

- Denotes found monument.
- Denotes 1/2 inch by 14 inch iron monument set and marked with Minnesota License No. 18420.
- B15 Denotes monument number as per Minnesota Department of Transportation Right Of Way Plat No. 02-29

I HEREBY CERTIFY THAT THE CURRENT AND DELINQUENT TAXES ON THE LANDS DESCRIBED WITHIN ARE PAID AND THE TRANSFER IS ENTERED
December 3, 2009
MAUREEN J. DEVINE
PROPERTY TAX ADMINISTRATOR
By S. Culver
DEPUTY PROPERTY TAX ADMINISTRATOR

\$ 56.00



CROWN 2ND ADDITION PRELIMINARY PLAT

OWNER
City of St Francis

CITY ENGINEER/SURVEYOR
Bolton & Menk, Inc.
7533 Sunwood Drive
Suite 205
Ramsey, MN 55303
763-433-2851

LEGAL DESCRIPTION
OUTLOT A, CROWN ADDITION, according to plat of record in the Office of the Anoka County Recorder, Anoka County, Minnesota.

UTILITY & SITE DATA

ZONING: Subject property - B-2 General Business District

SETBACKS: Front: From Local Streets, 25 feet, from Collector or Arterial Streets, 50 feet

Side: 10 feet

Rear: 25 feet

Setback from R-1 and R-2 Districts: 50 feet

Wetland setback for all structures: 30 feet from the delineated edge

Minimum Lot Area: 20,000 SQ. FT.

Minimum Lot Width: 100 Feet

Maximum Impervious Surface: 80%

Maximum Building Height: 40 feet

UTILITIES: Underground utility lines and structures are shown in an approximate way only, according to information provided by others. A request that utilities be located for this survey was made through Gopher State One Call (Ticket No. 160960736). The underground utility lines and structures shown on this map represent the information provided to Bolton & Menk, Inc. as a result of that request. The surveyor does not guarantee that the information provided was either complete or accurate. The surveyor does not guarantee that there are no other underground utility lines and structures, active or abandoned, on or adjacent to the subject property.

LOT AREAS:

LOT 1, BLOCK 1: 66,311 SQ. FT. (1.518 ACRES)

OUTLOT A: 14,770 SQ. FT. (0.339 ACRES)

OVERALL: 81,080.39 SQ. FT. (1.86 ACRES)

SURVEYOR'S CERTIFICATION

I hereby certify that this survey 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.

DRAFT

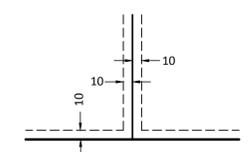
Russell O. Halverson
License Number 41813

Date

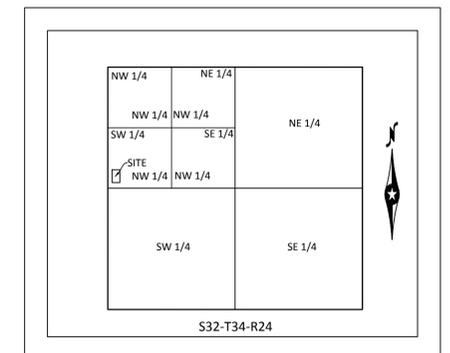
LEGEND

○	1/2" IRON PIPE MONUMENT SET	✱	LIGHT POLE
●	MARKED BY REG. NO. 41813	⊙	POST
⊙	MONUMENT FOUND	⊕	SANITARY MANHOLE
⊙	CAST IRON MONUMENT FOUND	⊖	STORM MANHOLE
⊙	BENCH MARK	⊗	TRAFFIC SIGN
⊙	ANCHOR	⊘	UTILITY POLE
⊙	APRON	⊙	UTILITY MANHOLE
⊙	CATCH BASIN	⊙	WATER VALVE
⊙	CLEAN OUT	⊙	COMMUNICATION PEDESTAL
⊙	EXHAUST VENT	⊙	ELECTRIC PEDESTAL
⊙	HYDRANT	⊙	ELECTRIC TRANSFORMER
○		⊙	TREE
— CU —	COMMUNICATION UNDERGROUND	— — —	BUILDING SETBACK
— EU —	ELECTRIC UNDERGROUND	— — —	ACCESS CONTROL LINE
— FO —	FIBER OPTIC	— — —	CENTER LINE
— G —	GAS	— — —	PROPERTY / LOT LINE
— OU —	UTILITY OVERHEAD	— — —	ROAD R/W LINE
— S —	SANITARY SEWER	— — —	BITUMINOUS EDGE
— SF —	SANITARY FORCEMAIN	— — —	CONCRETE EDGE
— SS —	STORM SEWER	— — —	GRAVEL EDGE
— W —	WATER SYSTEM	— — —	CURB & GUTTER
— — —	INTERMEDIATE CONTOUR	— — —	SIXTEENTH LINE
— — —	INDEX CONTOUR	— — —	QUARTER LINE
— — —	ADJACENT LINE	— — —	SECTION LINE
— — —	EASEMENT LINE		

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THUS:



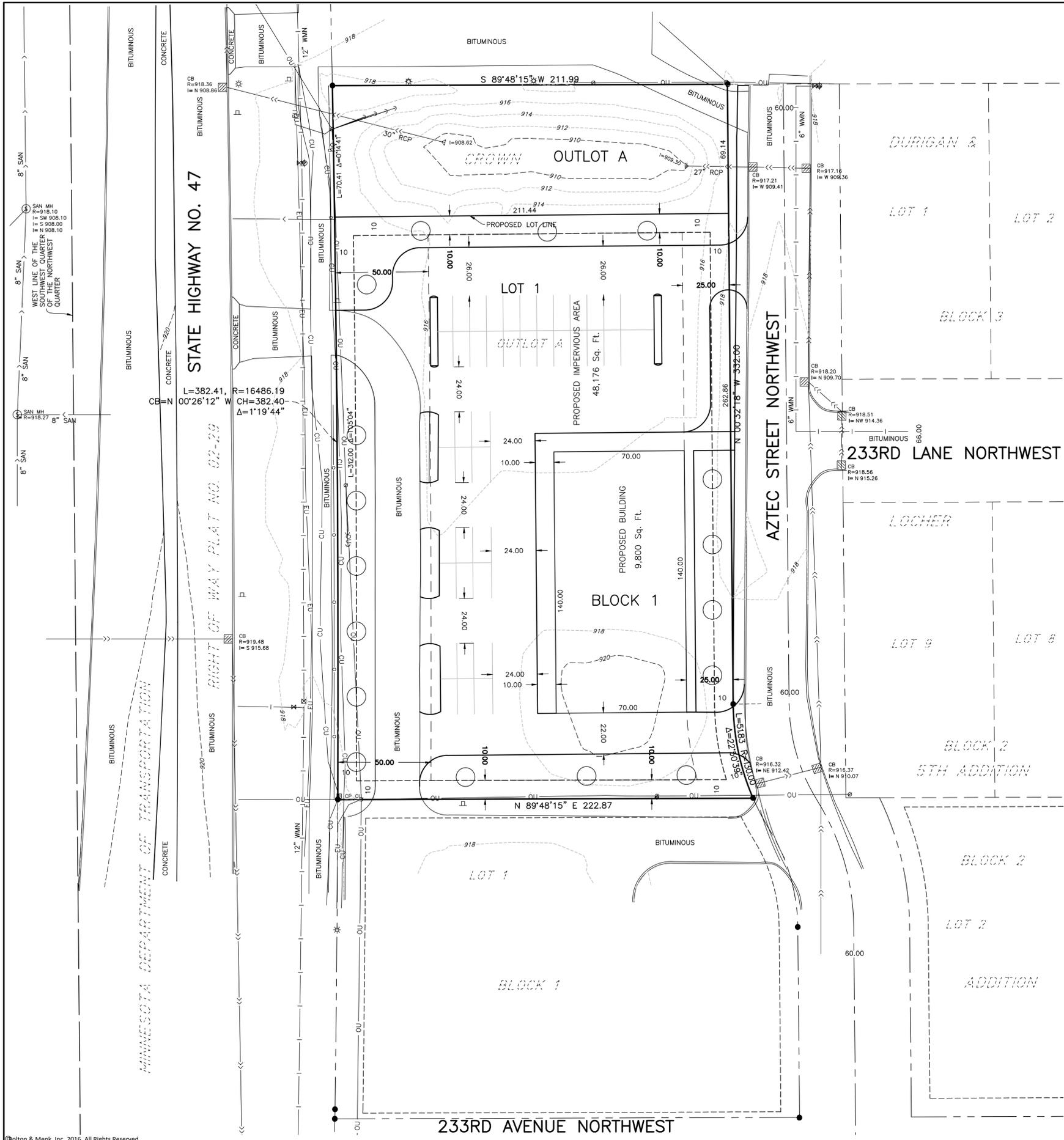
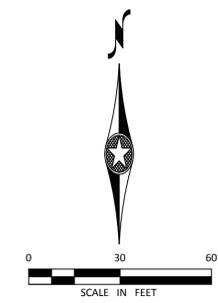
BEING 10 FEET IN WIDTH, ADJOINING SIDE LOT LINES, AND 10 FEET IN WIDTH ADJOINING REAR LOT LINES AND STREET LINES, AS SHOWN ON THE PLAT, UNLESS OTHERWISE INDICATED.



VICINITY MAP

NOT TO SCALE

HORIZONTAL DATUM
Orientation of the bearing system used for this survey is based on the south line of OUTLOT A, CROWN ADDITION, which is assumed to bear N 89°48'15" E



PRELIMINARY PLAT CROWN 2ND ADDITION BOLTON & MENK, INC. Consulting Engineers & Surveyors 2040 HIGHWAY 12 EAST, WILLMAR, MN 56201 (320) 231-3956 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN CHASKA, MN RAMSEY, MN AMES, IA		OUTLOT A, CROWN ADDITION, ST. FRANCIS, ANOKA COUNTY, MINNESOTA FOR: CITY OF ST. FRANCIS
JOB NUMBER: R18.111742	FIELD BOOK:	DRAWN BY: FRD



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING MEMO

TO: St. Francis Planning Commission
FROM: Nate Sparks, Consulting Planner
DATE: June 9, 2016
RE: East Village Preliminary Plat / Comprehensive Plan Amendment / Rezoning

Background

The City of St. Francis is proposing to combine six parcels of land located around 3518 Bridge Street. The site is a former City public works facility adjacent to County parkland along the Rum River. The purpose of the plat and amendments is to create a buildable site for future use.

Zoning / Comprehensive Plan Amendment

The site is zoned and guided in the Comprehensive Plan for multiple designations. Two properties are zoned R-2, Single Family, one property is zoned Conservancy, two are zoned B-2, General Commercial, and one bears no zoning designation. In the Comprehensive Plan, the site is zoned partially Commercial and partially Public. These designations are related to former uses and plans that are no longer necessarily feasible or relevant.

It is proposed to guide the entire property Commercial and rezone it to B-2, General Commercial. The plat would require a singular designation in order to be one building site. These designations appear to be most consistent with the Comprehensive Plan goals of having commercial uses along the Bridge Street corridor. It is likely the site is most marketable for the City as a commercial site. Other uses may be considered at an applicant's request in the future.

The property to the east is a commercial site (Casey's) and the property to the south is used for single family residences. Future construction may require screening to these properties to the south.

Building Site / Lot Size

The preliminary plat shows a demonstration use and layout to confirm that the site works for a general commercial use in a manner that conforms to the Zoning Ordinance. There is ample area available for a building, parking lot, and storm water ponding.

The proposed site is about 3 acres in size. The minimum lot size in the B-2 District is 20,000 square feet.

Site Access

The most easterly and southerly parcels within this site were considered to be possible future roads, at times in the past. In order to ensure there are no remnants of public right-of-way easements

associated with these lots, it is recommended that an easement vacation be processed with the Council review of the final plat.

The 229th Lane right-of-way is one of the two road sections mentioned. The road itself is within a lot owned by the City. The road surface itself is about 380 feet of the approximately 930 foot wide parcel. There is a large wetland that is located at the westerly terminus of the road. The remainder of this right-of-way parcel is undeveloped and would be very difficult to develop as a road, requiring a bridge over the wetland. Therefore, the undeveloped portion of this road right-of-way parcel is proposed to be incorporated into the plat.

Currently, the site has a driveway to Bridge Street. The County is currently reviewing the access to the site. Preliminarily the County recommends that the City share an access with Casey's to the east or move the driveway to the eastern most portion of the plat. Turn lanes may also be required with any construction on the site. Additional right-of-way may be required.

Parks & Trails

The County has a trail in the parkland to the west of this site. The survey shows that this trail has meandered onto this site. The County has requested their trail be placed within an easement. The City Engineer's office is creating a legal description for this purpose.

Park dedication is not required because there are no new lots being created. There is space available in the right-of-way adjacent to the property for a trail.

Grading & Easements

There is a bluff located on the County property to the west. This slope begins, in some areas, on the City's property. Also, Section 92 of the Zoning Ordinance requires a buffer to rivers and streams. The bluff area and river buffer are both proposed to be within an easement on the western edge of the property.

There is a large wetland on the southeastern portion of the site. This has been delineated and is placed within an easement.

Any new construction will require a grading plan and storm water management. The pond shown on site is for demonstration purposes to show that the site can contain all necessary improvements.

Recommendation / Requested Action

When considering a preliminary plat, the City must make findings that the plat is not premature for consideration, consistent with the Comprehensive Plan, adheres to the requirements of the Subdivision Ordinance, and meets all performance standards within the Zoning Ordinance. This plat appears to meet all requisite standards.

For the Comprehensive Plan amendment and rezoning, the City must consider if the proposed amendments are consistent with the goals and policies of the Comprehensive Plan, the proposed use is compatible with present and future land uses in the area, the use conforms with all performance standards in the Zoning Ordinance, the proposed use may be accommodated by existing public services, and traffic generation by the proposed use can be accommodated by the streets serving the property. It appears that the use of this site as commercial is generally consistent with this criteria.

The Planning Commission should hold the public hearing and make a recommendation to the City Council. Any recommendation of approval should be with the following conditions:

1. All requirements of Anoka County shall be met.
2. Easements shall be recorded with the final plat.

Attached:

Aerial Photo

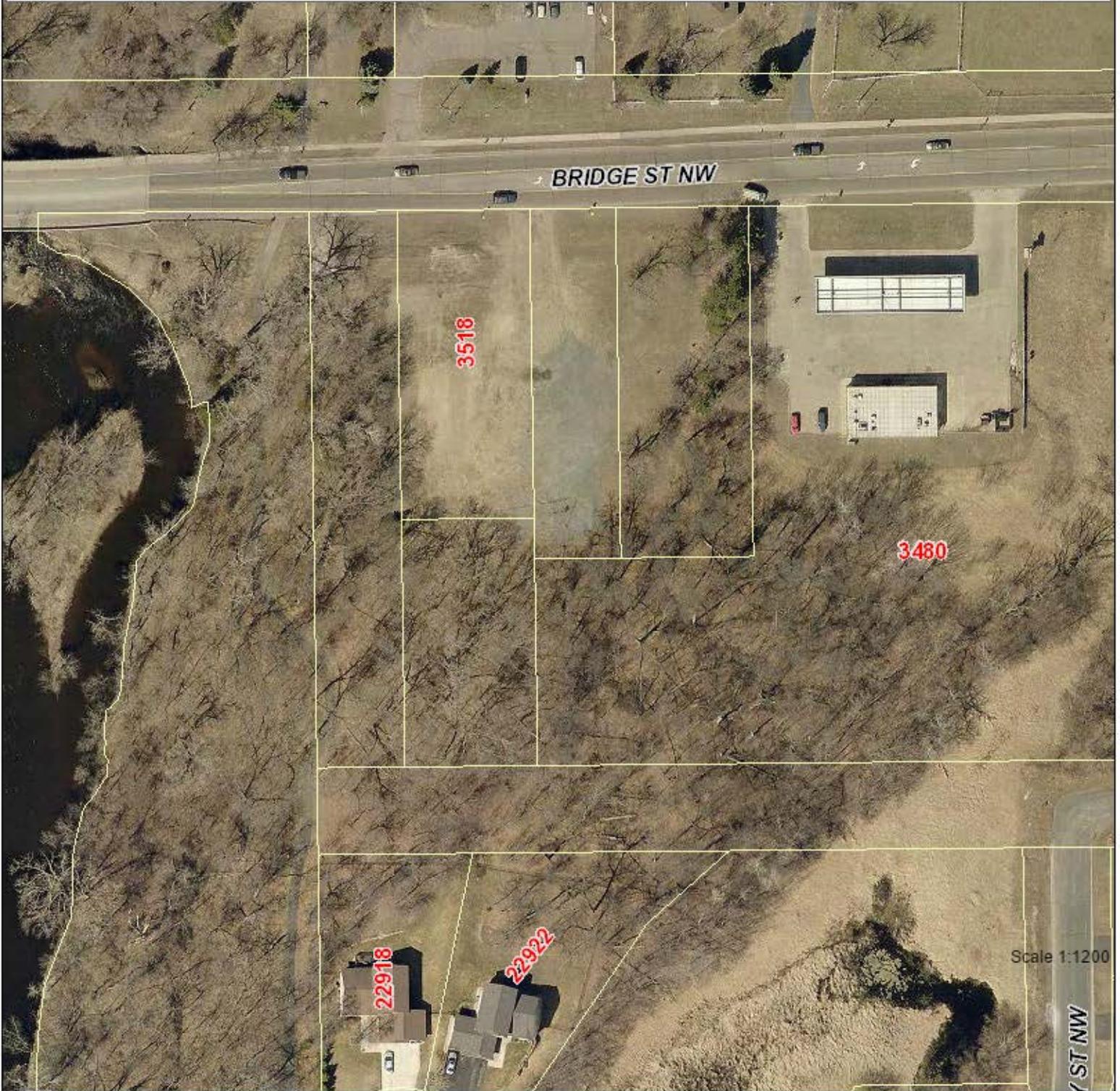
Original Plat

Preliminary Plat



East Village Plat

Subject Site



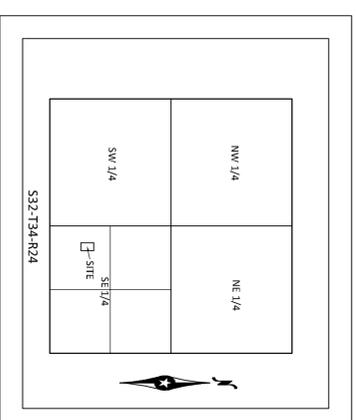
Scale 1:1200

7 ST NW



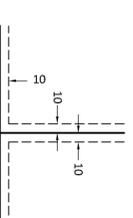
Aerial Photo: Flown Spring of 2014

EAST VILLAGE ADDITION PRELIMINARY PLAT

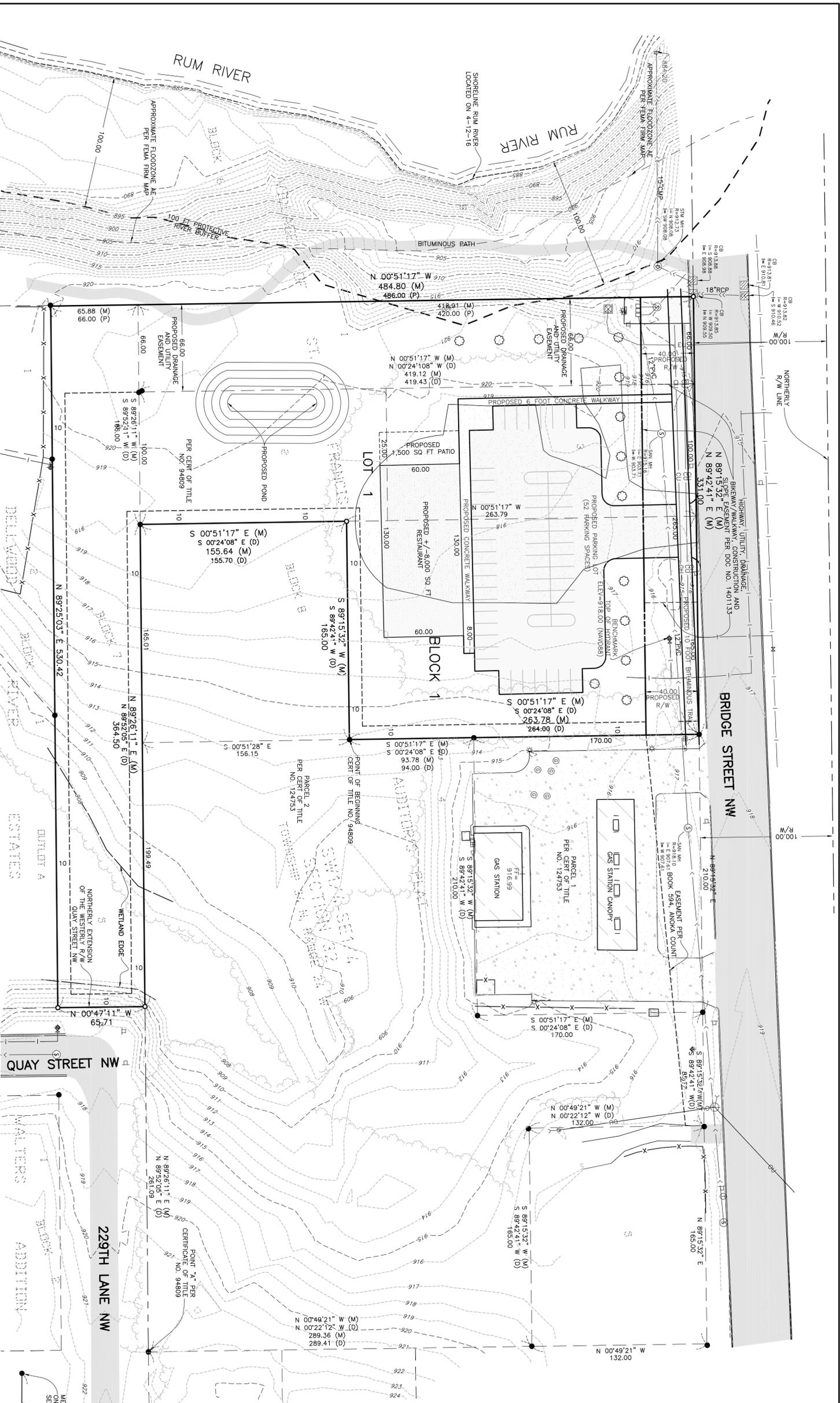


VICINITY MAP
NOT TO SCALE

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH, ADJOINING SIDE LOT LINES AND BEING 15 FEET IN WIDTH, ADJOINING REAR LOT LINES AND 5 FEET LINES, AS SHOWN ON THE PLAT, UNLESS OTHERWISE INDICATED.



LEGEND

MEASURED DIMENSION	SCALE IN FEET
172" IRON PIPE MONUMENT SET	(M)
DEATH MONUMENT FOUND	(D)
PROPOSED TREE	(T)
ANCHOR	(A)
ARJON	(R)
CATCH BASIN	(CB)
COMMUNICATION PEDISTAL	(C)
ELECTRIC METER	(E)
ELECTRIC PEDISTAL	(EP)
ELECTRIC TRANSDUCER	(ET)
HAND HOLE	(H)
UTILITY POLE	(U)
WATER WALK	(W)
FENCE LINE	(F)
TREE ORB LINE	(T)
HYDRANT	(H)
COMMUNICATION UNDERGROUND	(CU)
UTILITY OVERHEAD	(OU)
SANITARY SEWER	(SS)
WATERS SYSTEM	(WS)
EASEMENT LINE	(E)
WETLAND EDGE	(WE)
GRAVEL SURFACE	(G)
PROPERTY LOT LINE	(P)
ROAD R/W LINE	(R)
GRAVEL EDGE	(GR)
CURB & GUTTER	(C)
WATER LINE	(W)
SEWER LINE	(S)
SECTION LINE	(SE)
ADJACENT LINE	(AD)

LEGAL DESCRIPTION

That part of Lot 5, Block 7, VILLAGE OF ST. FRANCIS AUDITOR PLAT, according to the recorded plat thereof, lying westerly of the northerly extension of the westerly right of way of Quay Street, as delineated and dedicated on WALTERS ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, and

and

that part of the Southwest Quarter of the Southeast Quarter, Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

(PER CERTIFICATE OF TITLE NO. 94809)

Commencing at the southeast corner of said Southwest Quarter of the Southeast Quarter, thereon an assumed bearing of North 00 degrees 15 minutes 14 seconds West, along the east line of said Southwest Quarter of the Southeast Quarter, a distance of 360.57 feet, thence South 89 degrees 52 minutes 05 seconds West, a distance of 175.99 feet to a point hereinafter referred to as Point "A", thence North 00 degrees 22 minutes 12 seconds West, a distance of 289.41 feet; thence South 89 degrees 42 minutes 41 seconds West, a distance of 165.00 feet; thence North 00 degrees 22 minutes 12 seconds East, a distance of 132.00 feet; thence South 89 degrees 42 minutes 41 seconds West, a distance of 85.82 feet; thence North 00 degrees 22 minutes 12 seconds East, a distance of 170.00 feet to the point of beginning of the land to be described; thence South 89 degrees 42 minutes 41 seconds West, a distance of 165.00 feet; thence South 00 degrees 24 minutes 08 seconds East, a distance of 155.70 feet to the intersection with a line bearing South 89 degrees 52 minutes 05 seconds West from said Point "A"; thence South 89 degrees 52' 10.00 feet, thence North 00 degrees 24 minutes 08 seconds West, a distance of 419.43 feet; thence North 89 degrees 42 minutes 41 seconds West, a distance of 263.78 feet to the intersection with a line bearing North 00 degrees 24 minutes 08 seconds East, a distance of 264.00 feet to the point of beginning.

(Said tract is also known as Lots 2, and 3, and part of Lot 4, Block 8, Village of St. Francis "A")

Subject to an easement for highway, utility, drainage, billing/walking, construction of slope purposes in favor of the County of Anoka over the north 40 feet of the west 165 feet of the above-described land, as set forth in quit claim deed dated January 12, 1999, and filed January 19, 1999, as Anoka County recorder document No. 1401133.

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OWNER: City of St. Francis

CITY ENGINEER: SURVEYOR Inc. 7533 Sunned Drive Ramsey, MN 55303 763-433-2851

LOT AREAS: Lot 1, Block 1: 134,768 SQ. FT. (3.09 ACRES) Proposed Right of Way 1,3240 SQ. FT. (0.30 ACRES) OVERALL: 148,008 (3.39 ACRES) PROPOSED IMPROVED COVERAGE: Lot 1, Block 1, 33,452 SQ. FT. (0.77 ACRES), 24.5%

UTILITIES & SITE DATA

PROPOSED ZONING: Subject property - B-2 General Business District

SETBACKS: From Local Streets, 25 feet, from Collector or Arterial Streets, 50 feet

Front: 10 feet

Side: 10 feet

Setback from R-1 and R-2 Districts: 50 feet

Setback from Rum River: 100 feet

Wetland setback for all structures: 30 feet from the delineated edge

Minimum Lot Area: 20,000 SQ. FT.

Minimum Lot Width: 500 Feet 80%

Maximum Building Height: 40 feet

UTILITIES: Underground utility lines and structures are shown in on approximate way only, according to the information provided by the City of St. Francis. The underground utility lines and structures shown on this map represent the information provided to Olson & Mork, Inc. as a result of that request. The surveyor does not guarantee that the information provided was either complete or accurate. The surveyor does not warrant that there are no other underground utility lines and structures, active or abandoned on or adjacent to the subject property.

SURVEYOR'S NOTE

- Orientation of the bearing system is based upon the Anoka County Geographic System (NAD83) and the survey map prepared, without benefit of either a title insurance commitment or an attorney's title opinion. The record information provided by the client, Research of Minnesota, is based on information provided by the client. Research of Minnesota has been limited to the property address and recorded information and it is recommended that all the matters affecting this property and survey, reviewed by an attorney or other title professional.
- The field survey was completed on April 28th, 2016.
- The field survey was completed on April 28th, 2016.
- FEMA's Flood Insurance Rate Map Number 27003C00605E, dated December 18th, 2015.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey 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.

DRAFT

Russell O. Hoverson
License Number 41813

Date _____

PRELIMINARY PLAT
EAST VILLAGE ADDITION

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
7533 Sunned Drive, Suite 206
Ramsey, MN 55303
(763) 433-2851

PART OF VILLAGE OF ST. FRANCIS
ST. FRANCIS, ANOKA COUNTY,
MINNESOTA

FOR: CITY OF ST. FRANCIS

JOB NUMBER: R16.109855 FIELD BOOK: DRAWN BY: ZLZ

R24-134-532-23