

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
June 15, 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 Greg Zutz. William Murray absent.
3. **Adopt Agenda:** Motion to adopt by Zutz, second by Berndt to approve the June 15, 2016 agenda. Motion carried 5-0.
4. **Approve Minutes:** Motion by Olson, second by Gardner, to approve the April 20, 2016 minutes. Motion carried 5-0.
5. **Public Comment:** None
6. **Public Hearing Emmerich & Wallace Minor Subdivision** – New request for a minor subdivision located off 229th and Tamarack Street. This is a 39+ acre parcel that is wishing to divide in two. Applicant is splitting the lot in half and planning each site to accommodate one building. Soil boring exists, lots appear to have no issues in regards to building. Large wetland delineated as required, being reviewed. Request conforms to ordinances.

Public Hearing – nobody requested to speak.
No further discussion from Commission
Recommendation by Olson to recommend approval with completion of the six requested Action items. Second by Berndt. Motion Carried 5-0
7. **Public Hearing Crown 2nd Preliminary Plat** – City owned parcel as it was left over land from a road project. Left as an Outlot with a current pond. To make Buildable/Marketable this process is necessary to move forward. Will maintain pond in an Outlot and the access to Hwy 47 will remain. Plat before you shows the largest potential building meeting zoning codes to identify a demonstrated use.

Public Hearing – nobody requested to speak.
Discussion: Clarification that pond is on the north side of property. Pond does need to stay as it was created for Hwy 47 and Aztec road development
Recommendation by Zutz, to recommend approval with completion of the two requested Action items. Second by Olson. Motion Carried 5-0
8. **Public Hearing East Village Preliminary Plat** – Past County and public works location, currently owned by the City. Parcel currently is six separate parcels that is being combined into one plat for building/marketing purposes. Proposed as plat maintaining wetland easement. Although plat represents a historic access point, potentially moving to the east and in discussions with Casey’s about access. Access is not a critical decision at this point but needed to be represented for County review. County trail on site, will keep as an easement. Right of way makes space for proposed trail similar to the existing trail on Bridge St. Review by the County is still underway. Furthest west and south parcel is a

fee title parcel owned by the city. In the past shown as a potential right of way. City will complete a vacation to make sure there is no public perception of rights or idea of a future road. Again, plat shows the largest potential use meeting zoning codes to identify a demonstrated use.

Public Hearing – nobody requested to speak.

Discussion: Question on the access point for clarification. Mr. Sparks identified that the County had completed a study on that area and the City Council adopted the final plan. City has every intent to follow. If there is no way to make it work, county has been open to negotiations. Zutz requested process of ponds and what sort of measures are expended for maintenance, care and mosquitos? Mr. Sparks made note that the Crown site pond is existing and the ponding at the Crown plat will be used as needed. Also it is in the interest of the City to make sure ponds are maintained and working well. City is currently part of the Minnesota Mosquito Control District and they do a great deal of work on local ponds. City also has landscape requirements including maintenance and a seed mix to hold slope and keep from becoming distressed looking.

Recommendation by Olson, to recommend approval with completion of the two requested Action items to 1.combine the 6 total parcels into 1 parcel, and 2.designate a single zoning code of B2 to the full parcel. Second by Berndt. Motion Carried 5-0

9. Planning Commission Discussion

Mr. Sparks updated the group on previous discussion regarding Rum River Terrace and concerns from residents about construction and association needs.

Mr. Sparks provided an update in regards to recent legislation. Items of interest include the Temporary Health Care Housing and Fence Viewing. It was requested that additional information be brought back to the Commission at the July 20, 2016 meeting.

Mr. Steinke announced he would be absent from the July meeting.

Mr. Zutz requested updates in regards to the Meridian development and the Assisted Living development. Per Mr. Sparks, the Meridian development is in the process of creating program changes due to recent changes in legislation. As their approval expires in July, they will continue to own the land and work on a potential site going forward. The Assisted Living project has until November to meet the next deadlines. They are finalizing their business plan and working to ensure their building proposed fits that plan. If drastic changes occur they would be back before the Planning Commission.

10. Adjournment: Adjourned by Steinke at 7:49 p.m.

Kate Thunstrom, Community Development Director

Date

Approved 7/20/2016