

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
December 15, 2021**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chair Women Fairbanks.
2. **Roll Call:** Present were Todd Gardner, Deborah Humann, Liz Fairbanks, Dustin Pavel, Tara Kelly. Absent: Alan Lauermann and Colleen Sievert.

Others in attendance: Kate Thunstrom- Community Development Director, Kevin Robinson - City Council, Beth Richmond – City Planner

3. **Adopt Agenda:** Motion by Gardner, second by Pavel, to approve the agenda. Motion carried 4-0.
4. **Approve Minutes:** Motion by Kelly, second by Pavel to approve the October 20, 2021 minutes. Motion carried 5-0.
5. **Public Comment:** None received
6. **Regular Business Items:**

A. Platinum Land – Concept Plan

Richmond reviewed the Staff packet including natural features, proposed concept, density and land use guide. Property includes B2 and R3 zoning, scenic river requirements and they are requesting a rezoning to PUD. Project is a mix of public and private street, proposed 241st requires additional ROW from neighboring property to the north. MnDOT requiring traffic study and intersection to go in 500' from Hwy. This area is guided for high density and the concept plan would require a rezoning to less density.

Commission discussed the need for extra parking for the townhomes. If able to keep the park space open with a street access. They favored the idea of trails and keeping space open. Discussed river rules, easement and setbacks from the river. Group was in favor of the apartment as long as it is a quality housing option. Overall would like to see less units with additional parking for guests. Parking is important and needed.

B. City Acquisition of Real Property

Thunstrom reviewed staff packet and identified reason for City to acquire the property for uses related to a road expansion/connection.

Commission discussed the future use concepts and its understanding and value of the road connection. No additional comments were received and it was found that the site meets current land use.

7. Public Hearing:

A. East Shop Site Rezoning

Richmond reviewed the staff packet and identified the reason for rezoning and the need to bring the property zoning into alignment with the guided land use.

Commission discussed what is a new development comes in under old zoning but it was explained that the change brings it into what the property was guided for and the zoning was to accommodate the proposed senior housing. If a project comes in Council has ability to review.

Public Hearing Open: 7:47 p.m.

Public Hearing Closed: 7:48 p.m. with no comment

Motion by Kelly recommend approval of the rezoning of the East Shop Site from R-3 to B-1 as presented by Staff. Second by Humann. Motion passed 5-0

B. 2021 Code Revisions

Richmond reviewed staff packing outlining the need for code revisions as a housekeeping step. With the updated Code there have been items identified that required clarification. This includes updates as it relates to definitions, site plan review, principal and accessory uses and short-term vacation rentals.

Public Haring Opened: 8:03 p.m.

- Andrew Nelson – 24105 St. Francis Blvd – suggested that consideration be made to commercial property in the rural areas that may heat with wood and require firewood storage.

Richmond and Thunstrom clarified that the code is a default and if a business was to be built that needed wood storage that would be considered as part of the site plan. Also property owners could apply for a variance.

Motion by Fairbanks to recommend approval of the revisions to the City Code as presented by staff with consideration about businesses using firewood for heat. Second by Humann. Motion passed 5-0

8. Planning Commission Discussion –

A. Further discussion of Chicken codes

B. Discussion on need to additional planning commission members for vacancies.

9. Adjournment: Motion by Fairbanks, second by Gardner to adjourn. Motion carried 5-0. Meeting adjourned at 8:10 p.m.

Website Link to Packets and Minutes for the Planning Commission:

<https://www.stfrancismn.org/meetings>

Recorded by: Kate Thunstrom

DATE APPROVED: March 16, 2022