

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
March 17, 2021**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:02 pm by Madam Chair Fairbanks, virtually on Zoom.
2. **Roll Call:** Present were Todd Gardner, Deborah Humann, Colleen Sievert, Liz Fairbanks and Dustin Pavel, Tara Kelly and Joe Kollodge. Absent: none.

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

3. **Adopt Agenda:** Motion by Gardner, second by Kelly to adopt the agenda. Motion carried 7-0.
4. **Approve Minutes:** Motion by Kelly, second by Pavek to approve the February 17, 2021 minutes without change. Motion carried 7-0.
5. **Public Comment:** no comments
6. **Regular Business Items:**

- a. EDI Concept
Richmond reviewed the staff packet. Project concept includes a two-story building with 120 units of assisted, memory and care suite units. The project will require an administrative split, rezoning, and review of access points. Tonight's intent is for Concept level feedback.

PC was in favor of concept. Questions on the area on the west side and the future use as commercial or residential. Current zoning is commercial/business park. Per developer they would like to have it considered for additional senior housing. Concerned that lack of access from Hwy 47 creates issues for commercial development. If this plan continues to move forward it would be open in 2-3 years. Average age group is 83 to 84 with only about 10 to 15% of the units double occupied. Services are available only to residents. Workforce is typically from a 30-mile radius. Will consider the concerns about sidewalks along Ambassador. Additionally, Anoka County will review Ambassador and access points.

- b. Green Valley 2nd Addition Concept Plan
Richmond reviewed the staff packet. Proposed project is located on the west side of the city to create a housing development. Review of the concept plan identifies revisions to be made in regards to lot dimensions and identify setbacks. Ambassador access will be reviewed by Anoka County. Since this development is along the County Sugar Bush future trail, it would be requested that the sidewalk is installed. The remainder of the property would be an established conservation easement.

PC was in favor of subdivision. With wetlands and limitations felt it was a good use of the property. Will continue to provide housing options for families coming into the city.

- c. Zoning Map, continued from February 17, 2021.
- Zoning map was brought back for further discussion. Richmond updated the group on how it got to this point beginning with the comprehensive plan. After the February 17th Public Hearing it was decided to table the map to review comments received and answer resident questions. The City mailed out roughly 650 letters, of which 40 residents reached out for additional information. As of tonight's, meeting, five properties remain with decisions that need to be made. Properties are:
- 6345 Ambassador Blvd – property owner requests to remain agricultural. Property was divided off at one point for residential, is currently being used for residential and is not actively farming. Small area is being mowed. Staff does not support a change in zoning as requested
 - 23956 St. Francis Blvd, property is currently residential but in the Comprehensive Plan that area was identified as the area PC and Council wished to preserve as industrial space. The properties to the west are also zoned for industrial use. Property will become a legal non-conforming lot, residential use can continue, Staff does not support a change
 - 23543 DeGardner – this is correction due to incorrect labeling when the zoning map was created. Staff did not catch that the Apartment complex was put in the R1 single family housing and should be identified as R3 High density.
 - Hilgers – current zoning changes would place this property in medium and medium/high zoning. Property owner has concerns with current agricultural use and how this will work. Due to the size of the property and changes that would be required to subdivide, Staff is supportive of their request to zone it as Urban Reserve instead. This will continue to be guided as housing and would be rezoned to appropriate density level at the time of development.
 - 2923 241st – property owner is currently zoned A3 and under the new zoning a proposed home-based business would not be permitted. The owner is currently operating a home-based business without appropriate land use permits and would not qualify with the new zoning. Being that the business is not established Staff does not support a change.

Planning Commissioners discussed the concerns with the five properties identified above. Fairbanks identified that zoning could affect some people and their long-term use of the property and was not in favor of the zoning map changes. The group walked through the identified properties and understand the reasons for the zoning and staff decision to either change or continue what is identified on the zoning map.

Motion by Gardner to recommend Zoning Map as is with Staff recommended changes to the two properties identified. Second by Sievert. Motion passed 6-1, Fairbanks.

7. Planning Commission Discussion –

- a. Group discussed the various senior projects and how we have gotten to where we are today

- b. Staff offered the group an informal training opportunity. The April meeting time and other date possibilities will be reviewed.

- 8. **Adjournment:** Motion by Gardner, second by Sievert to adjourn. Motion carried 7-0. Meeting adjourned at 8:35 pm.

Website Link to Packets and Minutes for the Planning Commission:

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

Signed by: Kate Thunstrom

DATE APPROVED: April 21, 2021