

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
October 28, 2020**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:02 pm by Chairman Zutz virtually through Zoom
2. **Roll Call:** Present were Todd Gardner, Greg Zutz, Liz Fairbanks, and Tara Kelly. Connected after item #4: Colleen Sievert and William Murray. Absent: Joe Kollodge

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

3. **Adopt Agenda:** Motion by Fairbanks, second by Gardner to approve the agenda. Motion carried 4-0.
4. **Approve Minutes:** Motion by Fairbanks, second by Gardner to approve the October 21, 2020 minutes. Motion carried 4-0.
5. **Public Comment:** None received
6. **Regular Business Items:**

Zoning Code and Map were addressed as one item. Richmond reviewed the slides attached. Comments and discussion included the following:

Mobile Food Units – PC agreed with zoning districts. Clarification that the 21 days means at a single property. PC wants to clarify mobile means mobile and if they are stationary they still have a deadline, wheels and the ability to move. Discussion on keeping this code identified by this name or another. This name will correspond to what the State uses. Require permits and limit the number of nights stationary. Consider 5 consecutive days. Protections should be on a case-by-case basis. Consider how this Code will apply to Farmers Markets as they also serve food. In regards to business permission, do not want one business the ability to stop a MFU from being nearby.

Outdoor Dining – On weekends ending the outdoor dining to 10pm may be early. Discussed a better time from when the business stops serving food. Dining would include just beverages. Group discussed current businesses and outdoor options. Was in favor of allowing businesses outdoor time during business hours and not limiting. Staff identified it may be difficult to enforce or setting the city up for a difficult enforcement issue to close the outdoor area before the business stops serving.

Rural Event Centers – also known as wedding barns. Fits best in the A2 district to allow for space from residential districts. Camping to be considered, must meet state guidelines for camp grounds, group was not all in agreement to allow this use. These types of uses could also be used for overnight but have a bed and breakfast or an extended winery use. These types of facilities could use the barn and a house onsite to host events. Property must be compliant with safety and building codes.

Short Term Vacation Rentals – also known as Airbnb, VRBO or other short-term vacationing properties. Stays cannot exceed 30 days. City standards in other areas range from licensing to not addressing at all. STF needs to decide what is right for us. Recommended to treat as a permitted use with standards. Accessory structures must be permanent structure, no use of wheel house or campers and meet all standards of dwellings.

Zoning Map –

- **Slide #17** – staff recommend BKP due to surrounding residential area. This is a new space for businesses and not very large. Group discussed the need for additional business space. If not in this Comp Plan, the City needs to continue to expand available space in future plans. It is beneficial for our businesses to be along Hwy 47 and like seeing the extra possibility for a business to locate to. In the future keep increasing business space.
- **Slide #18** – includes expanding the business district to the south. The northern area would be identified as I1 and the southern district would be created into BPK. This would support a business area that would also be near residential property and not include industrial manufacturing.
- **Slide #19** – Currently I1, staff would recommend continuing due to current and future possible use. This area has Hwy access.
- **Slide #20** – Bridge street is a mix of uses. Looking to clarify the area that is and has been, identified as commercial south of 229th along Ambassador. Does PC want to keep as Commercial and if so what type? Makes sense to be commercial as it is a busy road and has possibility to support commercial. Would prefer a use that allows the mix with residential (boutique or residential friendly uses).
- **Slide #21** – the area along Bridge that holds both high density residential and B1 commercial. One property is split between the two. PC can either hold firm on the split or allow the B1 to allow for high density in its permitted use. Group wanted to support the mixed use and allow the high density in the B1.

Next steps include additional information at the November PC and then possibly a full draft by Thanksgiving to be sent to the group. Any other thoughts or comments submit no later than Monday, November 2nd to Beth or Kate.

7. **Planning Commission Discussion** –

- In depth discussion on parks and park land. City lacks quality, usable parks. The type of parks in which a family can push a stroller or play ball, not grassland and a shooting range. The group discussed the County park and the lack of BBQ pits and benches. The City has not increased parks or the space for families

8. **Adjournment:** Motion by Gardner, second by Fairbanks to adjourn. Motion carried 6-0. Meeting adjourned at 9:06 pm.

Website Link to Packets and Minutes for the Planning Commission:

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

Signed by: Kate Thunstrom

DATE APPROVED: November 18, 2020