

**CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
PLANNING COMMISSION MINUTES  
August 19, 2020**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Zutz, via Zoom
2. **Roll Call:** Present were Todd Gardner, Greg Zutz, Colleen Sievert, Liz Fairbanks and Tara Kelly. Absent: Joe Kollodge, William Murray, Councilman Kevin Robinson  
  
Others in attendance: Kate Thunstrom- Community Development Director
3. **Adopt Agenda:** Motion by Sievert, second by Gardner to approve the August 19, 2020 agenda. Motion carried 5-0.
4. **Approve Minutes:** Motion by Fairbanks, second by Kelly to approve the July 15, 2020 minutes. Motion carried 5-0.
5. **Public Comment:** None received
6. **Public Hearing:**
  - a. Revocation of the Condition Use Permit 06-33-24-11-0084. Thunstrom reviewed packet and identified this is the CUP permit approved for the Meridian Behavioral Health Center. The Center is not moving forward and will not be utilizing the CUP. No comments or response was received by the property owners.  
Public Hearing opened at 7:12 pm  
Public Hearing closed at 7:13 pm with no comments received  
Fairbanks made a motion to move revocation to Council  
Second by Gardner  
Motion passed 5-0
  - b. Revocation of Conditional Use Permits- Multiple Properties. Thunstrom requested that property #6, 25-34-25-11-0001, be removed from the revocation action. Commission requested clarification on #8 pertaining to the tower, which has been removed. Clarification was made on why #6 was removed from the process and that to maintain their permit they must maintain the conditions as identified in their permit.  
Public Hearing opened at 7:18 pm  
Public Hearing closed at 7:19 pm with no comments received  
Fairbanks made a motion to move revocations to Council with the removal of #6  
Second by Kelly  
Motion Passed 5-0
7. **Planning Commission Discussion** –  
Chamber hosting food trucks and city-wide garage sale.  
Currently the group is on track for a September meeting. As of today meeting will be on Zoom.

8. **Adjournment:** Motion by Gardner, second by Fairbanks to adjourn. Motion carried 5-0.  
Meeting adjourned at 7:26 pm.

Website Link to Packets and Minutes for the Planning Commission:

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

Signed by: Kate Thunstrom

**DATE APPROVED: September 16, 2020**