

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

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Vice Chair Zutz.
2. **Roll Call:** Present were Todd Gardner, Greg Zutz, Colleen Sievert, Liz Fairbanks and William Murray, Tara Kelly and Joe Kollodge. Absent: none.

Others in attendance: Kate Thunstrom- Community Development Director, Jodie Steffes – Community Development Specialist, Beth Richmond – City Planner, Kevin Robinson - City Council
3. **Election of Chair and Vice Chair for 2020:**
Fairbanks nominated Greg Zutz for Chair, Sievert 2nd, motion passed 6-0-1
Sievert nominated Liz Fairbanks for Vice Chair, Joe Kollodge 2nd, motion passed 6-0-1
4. **Adopt Agenda:** Motion by Fairbanks to adopt agenda, second by Gardner to approve the February 19, 2020 agenda. Motion carried 7-0.
5. **Approve Minutes:** Motion by Murray, second by Fairbanks to approve the September 8, 2019 minutes with a correct in the PUD amendment public comment “fence I place” to “fence in place”. Motion carried 7-0.
6. **Public Comment:** no comment received
7. **Regular Business Items:**

- a. **Sale of City owned property, 236th and Rum River Blvd** – Thunstrom reviewed staff report including reasons for sale and relationship to Comprehensive Plan. Since the City is between the 2030 and 2040 Comp Plans, both were considered in this discussion.

Commission discussed reason for original swap with County, identified that stormwater needs will be met, that the land will provide an additional 8 to 10 new housing parcels and access will not be allowed at 236th by the county but instead be required to continue north as land is developed.

Commission agreed that the disposition of the parcel met the requirements of the Comprehensive Plan and forwarded the item to City Council.

8. **Public Hearing:**

- a. **Conditional Use Permit – Motor Vehicle Sales 3950 227th Ave NW**. Beth Richmond reviewed the staff report. Comments have not yet been received by Anoka County regarding their access to 227th. Conditions added that are not in the packet but will be added include requiring Dealers hold a state license,

parking signage requirements, no repair or service of vehicles on site and the number of parking spaces must meet or exceed the City requirements.

Commission discussed if there are timelines for the phases required by the city, currently there are not. Lighting will not be enhanced as the use will not require additional lighting. Concern that the use does not create local jobs or promote growth. There will not be additional signage other than the dealer required licenses on the individual access points. There is a limited amount of handicap parking spaces, however it does meet state and city minimum requirements.

Public Hearing Opened at 7:25 p.m.

- Don Hillard, resident, concerned about the use of vehicles on site and wetlands. Would like to see ponding and city response to test to track any oils or leaks from the parking lot.

Thunstrom explained this is not the type of lot in which vehicles should be sitting in disrepair conditions.

- John Buzik, applicant, explained how this is an unusual business plan. That dealers are onsite one day a week for 4 hours. Cars are sold on the internet. Office and building space is used for their books and not car storage. They will not need additional lighting as transactions mainly take place during the day. This business use is to jockey cars and keep them moving quickly.

Commission clarified with owner that cars are typically kept on average about three days. Dealers buy the cars from an auction and transfer them to the customer. Owner has a stipulation that wrecks are not allowed on site as that harms not only his property but the other dealers as well.

Public Hearing Closed at 7:32 p.m.

Kollodge recommended approval with conditions as presented by Richmond, 2nd by Sievert, motion passed 7-0

- b. **Lot Split – 6032 Ambassador Blvd NW**, Beth Richmond reviewed the staff report. Property owner is looking to split 150 acre parcel with a home, and a home based business IUP which requires amending. Land is made up of Torrens and abstract creating parcels and tracts. In the end it will be split by the parcels and tracts and combined back to two parcels. One access point at this time at the intersection of Quicksilver. Anoka County is reviewing and has not provided comment regarding a shared access or a second access point identified for second parcel. IUP was granted, need to amend to tie to only to one parcel in the split.

Public Hearing Opened at 7:43 p.m.

- Don Hillard, resident, concerns on access points
- Kevin Denker, applicant, access on left is an original access point that did not include a driveway. Has been in contact with Anoka County. A second driveway may not work with wetlands, is considering and may actually prefer a shared driveway agreement. Wants to split the parcel to make it a reasonable size as a residential property.

Public Hearing Closed at 7:50 p.m.

Commission discussed, they can see where the driveway may be an issue in the future. The second access point on the survey is 650' from the current driveway. County typically requires 1/8 of a mile separation.

Councilman Robinson and staff discussed, information on the impact of the County on driveway and access points. The County is expected to comment but that they are not typically concerned about shared driveways. City code does allow two properties to share a driveway. Along Ambassador there are properties that have been required to have a shared access point to build. Robinson requested that staff reach out to the County to recommend a shared driveway scenario in which the property owner prefers.

Motion by Sievert to recommend approval subject to conditions as listed and presented, Second by Fairbanks, motion passed 7-0

- c. Ordinance Amendment – Chapter 10, Zoning, Definition – Add a definition of Top Soil, Thunstrom presented staff report and outlined situation in which has required staff to define topsoil specifically.

Public Hearing Opened at 8:02 p.m.

Public Hearing Closed at 8:03 p.m. – no comment received

Commission discussed, who verifies if contractors and developers are meeting city standards. That this is reviewed by the building official but we are not specifically testing. It provides those hauling in the soil a definition on city expectations and hopefully prevents a load of sand and rocks. Definition was created and obtain by the State from the City Engineer. Commission did not like that the definition still allowed up to 70% sand and would like to see this addressed before or at the Council level.

Fairbanks made a motion to accept definition and request that Council review further to reduce the sand content, second by Sievert, motion passed 7-0

- 9. **Planning Commission Discussion** – Zutz welcomed and thanked the new members.

- 10. **Adjournment**: Motion by Gardner, second by Fairbanks to adjourn. Motion carried 7-0. Meeting adjourned at 8:09 p.m..

Website Link to Packets and Minutes for the Planning Commission:

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

Signed by: Kate Thunstrom

DATE APPROVED: May 20, 2020