

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
September 18, 2019**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Steinke.
2. **Roll Call:** Present were Ray Steinke, Todd Gardner, Greg Zutz, Colleen Sievert, Liz Fairbanks, Rich Skordahl and William Murray. Absent: none.

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

3. **Adopt Agenda:** Motion by Murray, second by Fairbanks to approve the September 18, 2019 agenda. Motion carried 6-0 (Sievert absent for vote).
4. **Approve Minutes:** Motion by Fairbanks, second by Zutz to approve the August 21, 2019 minutes. Motion carried 7-0.
5. **Public Comment:** none
6. **Regular Business Items:** none
7. **Public Hearing:**

- a. **Variance – 910 236th Ave NW, Accessory Structure**

Richmond reviewed staff packet.

Surrounding parcels range from 2.7 acres to 5 acres in size.

Chicken coop on site will be removed by owners choice, no longer being used and is deteriorating

Sidewall is 13' in height.

Owner not using to rent but to store personal belongings

Staff will review requirements for secondary septic space and driveway requirements

Engineering has not reviewed. Typically they would review at building permit stage for an accessory structure of this size.

Public Hearing Open at 7:17 pm

No comments received

Public Hearing Closed at 7:18 pm

Skordahl recommended to move approval of the size variance allowing a total accessory structure square footage of 1,500 sq. ft. and a height variance allowing accessory structure with a sidewall height of 13 feet on the property located at 910 236th Ave with the conditional and finding of fact as presented by staff, Second my Fairbanks. 7-0 Passed

- b. **PUD Amendment and Preliminary Plat – Turtle Ponds 4th Addition**

Richmond reviewed staff packet

Discussion points included:

Site originally planned for commercial development 23 years ago, request to change to residential 13 detached units.

Water looping to be reviewed by engineering

HOA will be created, difficult to combine with existing, being that this is the same developer they may be already reviewing

Maintenance of pond is handled by the owner/HOA and/or developer

Public Hearing Opened at 7:32 pm

- Tiffany Schulter and guest, 2747 230th Court. Was told land was unbuildable. Likes that streets in this development are not being connected with their development to the north. Would like either the woods/trees kept or a fence in place. Questions extending the pond and the location. Questions location and movement of fire hydrant.

Richmond clarified that the trees along the north won't be kept, but there are plans to keep those along the western border. The ponding is to handle the runoff due to the proposed development and is a requirement for stormwater.

This development was proposed as a phase when originally established 23 years ago. There have always been plans to develop this area.

To propose a developer to build a fence or keep trees is beyond the current city code. It is not typical to require a developer to build a fence for the privacy of an existing neighborhood. As a condition of this development we can encourage the developer to consider privacy and landscaping in his final product and to keep all trees not required to be removed for the building to stay.

This development will be completed after the approval of the 2040 Comprehensive Plan.

Public Hearing Closed at 7:51 pm

Motion 1 - Sievert moved to recommend approval of the development state PUD Amendment to allow multi-family housing uses on Outlot D of the Turtle Ponds with the finding of fact as presented by staff. Second by Fairbanks, 7-0 passed

Motion 2 – Sievert moved to recommend approval of the preliminary plat for Turtle Ponds 4th Addition with the conditions and finding of fact as presented by staff and the recommendation to developers for consideration of greater mitigation of privacy through additional tree/landscape plantings or fencing. Second by Fairbanks, 7-0 passed

c. PUD Amendment, Preliminary Plat and Drainage/Utility Easement

Vacation – Turtle Ponds 5th Addition

Richmond reviewed staff packet

Discussion points included:

Vacation of the ditch is a single movement, as the easement is released the new easement will be set by the plat to change boundaries. Easement will continue to exist but adjust for the purposes of the development

Wetland credits will apply as the developer will be filling in 3,600 sq. ft.

Driveways will be over the floodplain but that is addressed by filling in the wetland.

Any disclosure requirements will be addressed through the purchase agreement process and would be identified in the survey that is submitted with building plans.

Wetland mitigation is out of the City control as developers can buy credits and mitigate wetlands.

This development is hooked up to City water/sewer

Stormwater grading is reviewed by Engineer to determine if any impact to ponding, wetlands and drainage of existing and new properties

As building on/around floodplains is concerning, other regulatory agencies beyond the city are involved.

Public Hearing Opened at 8:13 pm

- Two emails were received in response to this comment period. First email identified concerns over the disruption and drainage with the floodplain. The second email identified concerns over the new single family homes decreasing property values, bringing more kids to the community and preserving wetlands. Emails were read allowed for Commission.

Public Hearing Closed at 8:16 pm

Motion 1 – Skordahl moved to recommend approval of the PUD Amendment to allow single-family uses on Outlot B of Turtle Ponds 3rd Addition with the finding of fact as presented by staff. Second by Gardner, 6-1 passed

Motion 2 – Skordahl moved to recommend approval of the preliminary plat for the Turtle Ponds 5th Addition with the conditions and findings of fact as presented by staff. Second by Gardner, 6-1 passed

Motion 3 – Skordahl moved to recommend approval of the drainage and utility easement vacation request for the drainage and utility easement currently located over Outlot B of Turtle Ponds 3rd Addition. Second by Gardner, 7-0 passed

8. Planning Commission Discussion –

Zutz reminded group to attend the MnDOT open house on Thursday, September 19th

9. Adjournment: Meeting adjourned at 8:30 pm.

Website Link to Packets and Minutes for the Planning Commission:

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

Signed by: Kate Thunstrom

DATE APPROVED: February 19, 2020