

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
August 21, 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, Liz Fairbanks and William Murray. Absent: Colleen Sievert

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

3. **Adopt Agenda:** Motion by Fairbanks, second by Gardner to approve the August 21, 2019 agenda. Motion carried 6-0.
4. **Approve Minutes:** Motion by Fairbanks, second by Zutz to approve the July 17, 2019 minutes. Motion carried 6-0.
5. **Public Comment:** None
6. **Regular Business Items:**
 - a. Commissioner Berndt – Resignation
Thunstrom updated group on resignation, accepting applications for replacement. Gardner nominated Zutz as Vice Chair, Fairbanks 2nd. Motion carried 6-0
 - b. Swiss Landing – Concept Plan
Richmond presented packet, findings and facts.
 - Plan compared to 2030 and 2040 comprehensive plan. A zoning amendment would be required to meet 2040 plan as density is not high enough.
 - Zoning, currently parcel is mixed zoning, this concept would bring it to a PUD. This area is within the Urban River district, to date no comments have been received by the DNR.
 - Addressed lot sizes, setback, streets and engineering comments. CUP required for development of streets.
 - MnDOT provided feedback requiring turn lanes and access comments, additionally would like to see trail system continued
 - Private Park proposed, would be maintained by an HOA. Low intensity use, does not meet park dedication requirements for land. If moved forward would require cash in lieu.Fairbanks – why wouldn't the development meet city street standards and would like to see roads meet city standards
Steinke – need to make sure sharper curve meets emergency service vehicles. There is a wetland between the river and pond, need to bridge or utilize credits to move. Clarified commercial parcel remaining with owner. Need to ensure future owners understand rules regarding clearing and river bank protection. Discussed uses of park dedication based on State Statute

Dwight Wirz, property owner – family property, intent to keep the banks natural and feels a private park would assist in preserving the river bank. Homeowners would have a commitment to take responsibility and care for park and river.

Jeff Stalberger, property owner- would encourage covenants to similar and/or some type of signage for river bank care.

Zutz – would like to provide comment on the following issues:

- Would like streets at the city standards
- Would like to see sidewalks or trails available for the residents connecting to what is existing
- Requests that setbacks meet the minimum standards if not larger
- Requests that river lots be considered as larger lots

Concept plan for informal comment – no action taken or required.

7. Public Hearing:

a. Ordinance Amendment – Chapter 10 Zoning, Section 18 Accessory Structures

Thunstrom presented Ordinance update and reason for request.

Public Hearing Opened 7:35 pm.

Comment from Tim Delany, 21672 Tyler East Bethel, soon to be a St. Francis resident. Spoke at Council and encouraged the larger garage sizes. Is building on acreage, footing at 2,800 sq. ft. Current limits on attached garages create costly changes to construction plans. Encourages the change to create an ordinance that allows garage design to follow the size of the house. Is in favor of the proposed changes.

Public Hearing Closed 7:38 pm.

Commission clarified if this is based on footprint or living space? It will be based on footprint.

Recommendation by Zutz to approve Ordinance Amendment as presented, Fairbanks second. Motion passed 6-0

b. Ordinance Amendment – Chapter 10 Zoning, Section 16 Outdoor Storage

Thunstrom presented Ordinance update and reason for request.

Public Hearing Opened 7:42 pm, no comments received

Public Hearing Closed 7:43 pm.

Commission had concerns that in Section 10-16-15-F, the proposed changes were too vague. Need to at a minimum identify the section of Chapter 10-19 that provides direction to residents. Also discussed the boundaries of the ordinance and use.

Recommendation by Zutz to approve Ordinance Amendment as presented with changes to section F, Fairbanks second.
Motion passed 6-0

8. **Planning Commission Discussion** – update on projects
9. **Adjournment**: Motion by Zutz, second by Gardner to adjourn. Motion carried 0-0.
Meeting adjourned at 7:50 pm.

Website Link to Packets and Minutes for the Planning Commission:
<https://www.stfrancismn.org/meetings>

Signed by: Kate Thunstrom
DATE APPROVED: September 18, 2019