

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
July 17, 2019**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:03 pm by Vice Chair Steinke.
2. **Roll Call:** Present were Ray Steinke, Todd Gardner, Liz Fairbanks and William Murray. Absent: Greg Zutz, Colleen Sievert, Brittney Berndt

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

3. **Adopt Agenda:** Motion by Gardner, second by Fairbanks to approve the agenda. Motion carried 4-0.
4. **Approve Minutes:** Motion by Fairbanks, second by Gardner to approve the March 20, 2019 minutes, with corrections. Motion carried 4-0.
5. **Public Comment:** None
6. **Regular Business Items:**

- a. Design Standards – Presentation by HKGi

Mr. Scheib presented the Design standards. These are guidelines that work with the ordinances already in place. Walked through the document in presentation form.

Fairbanks – identified concern of the inconsistencies of the bike/ped trails. On the west side there is a separated trail on the east it is combined. Would like to see them the same.

Steinke – identified concerns on the amount of space needed for the design against what is actually in place. Mr. Scheib confirmed that the drawings are to scale.

Steinke – identified that he would like to see more done with crosswalks on the west side by the bridge. There is concern on crossing that area north and south, with no crossing it is very difficult to get through.

Additional concern was raised in regards to the dental and post office buildings that are in place along with the parking and access into these areas. Mr. Scheib identified that these are guidelines and that redevelopment is difficult. These guidelines are in place to drive the future changes and development into what the City vision process requested through community engagement. This is also a fluid document and if the city identifies something that is not working we have the ability to update and make those changes.

This was not an action item. Comments were collected and will be considered as the document moves forward to Council.

7. Public Hearing:

a. Ordinance Amendment – Self Storage Facilities

Thunstrom presented the Ordinance Amendment and explanation as to why this is before the Commission. The Amendment will affected the Zoning Code requiring a public hearing process and allowing the Planning Commission opportunity to comment on Section 6 for input on design and building requirements.

Public Hearing Open at 7:54pm
No comments from the public received
Public Hearing Closed at 7:55pm

Steinke – requested clarification that we were prohibiting outdoor storage to occur. Also identified that there is little space provided in the zoning districts for this type of project.

Fairbanks – identified that although there is a need for storage, there is little job growth with a storage facility.

Fairbanks – motion to accept and approve the Ordinance Amendment as written
Second by Steinke, motion passed 4-0

8. Planning Commission Discussion

Planning Commission is needed for the August meeting

9. Adjournment:

Meeting adjourned at 8:05 pm.

Website Link to Packets and Minutes for the Planning Commission:

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

Signed by: Kate Thunstrom

DATE APPROVED: 08/21/2019