

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
March 20, 2019**

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

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

3. **Adopt Agenda:** Motion by Zutz, second by Steinke to approve the March 20, 2019 agenda. Motion carried 7-0.
4. **Approve Minutes:** Motion by Steinke, second by Sievert to approve the February 20, 2019 minutes. Motion carried 7-0.
5. **Public Comment:** none
6. **Regular Business Items:**

- a. Sale of City owned property
Thunstrom described the history of the parcel and Councils position and willingness to sell to the adjoining neighbor. Planning Commission supported the disposition as being consistent with the Comprehensive Plan. Request to be made to buyer to combine lots to create one parcel.

Zutz made the motion to support, Second by Fairbanks –
7-0 Motion passed

7. **Public Hearing:**
 - a. IUP Home Occupation – 6032 Ambassador Blvd
Thunstrom reviewed the Staff Report.
PH Open at 7:17 p.m.
 - Scott Foster . Lives on the property to the east. Would like clarification as to the size of the business, expectations of traffic and noise that will be produced.
 - Kevin Denker, property owner – there will be no customers or retail sales on the property. Last year there was equipment noise due to the driveway and house construction. Two employees check in/out during the day. Was originally operating this business on a two acre parcel and does not anticipate there being noise that would be beyond those expectations.
 - Sievert – what are the hours of operation? Per Mr. Denker, they are 7am to 5pm, Monday through Friday. They do not work weekends.
 - Berndt – Is there expected noise with loading/unloading equipment, trucks and bobcats running? Per Mr. Denker, there will be engine noise possibly from loading and unloading. Has positioned the house in the center of the lot to hopefully minimize what there is.
 - Robinson – will there be expected fuel tanks and fertilizers beyond that of a typical agricultural use? Per Mr. Denker, yes, they will have both. It will be diesel fuel and fertilizer. He will have controls in place for contamination and leakage. Per Thunstrom, that would be reviewed and inspected by the fire department.

PH Closed at 7:27 p.m.

Berndt -requested clarification and verification on house location and if driveway was already in place. Per Thunstrom, yes, both are in place and have been inspected by building and engineering.

Murray – lives adjacent to this property and has been to the property to review the situation. Fairly wooded lot and does not hear any of the noise. This was an old potato farm with many low areas and flooding. There are a lot of variations of wildlife in this area and is pleased to see it being preserved through this type of a development.

Steinke moved to recommend approval to City Council
Fairbanks second
7-0 passed

8. Planning Commission Discussion –

- a. Thunstrom will update everyone on the April PZ meeting
- b. Thunstrom also announced and encouraged the group to put April 23rd on their calendar as that is a tentative date of a MnDOT public engagement meeting. More information to come.

9. Adjournment: Motion by Steinke, second by Fairbanks to adjourn. Motion carried 7-0. Meeting adjourned at 7:35 p.m.

Website Link to Packets and Minutes for the Planning Commission:

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

Signed by: Kate Thunstrom

DATE APPROVED: July 17, 2019