City of St. Francis

PLANNING COMMISSION

ISD #15 DISTRICT OFFICE BUILDING
4115 AMBASSADOR BLVD.

February 20, 2019

7:00 PM

AGENDA

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Approve Minutes October 17, 2018
5. Election of Chair and Vice Chair for 2019
6. Public Comment (for items not identified in Public Hearing)
7. Regular Business Items
    a. 23038 Rum River – Concept Plan
8. Public Hearings
    a. 2040 Comprehensive Plan
    b. Ordinance Amendment, City Code Chapter 10 Zoning, Section 19 General Parking, Loading and Access Requirements
    c. Ordinance Amendment, City Code Chapter 10 Zoning, Section 16-15 Outdoor Storage
    d. Ordinance Amendment, City Code Chapter 10 Zoning, Section 18 Accessory Structures
9. Discussion by Planning Commissioners
10. Adjournment

Website Link to Agenda and Packets: https://www.stfrancismn.org/meetings

There may be a quorum of St. Francis Council Members present at this meeting.

CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
October 17, 2018

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, Brittney Berndt, Greg Zutz, Julie Morin and William Murray. Absent: Todd Gardner.

   Others in attendance: Mike Creelman- Community Development Assistant, Beth Richmond- HKGi City Planner

3. **Adopt Agenda:** One correction made, spelling of LakeTown Homes on item 6c. Motion carried 6-0.

4. **Approve Minutes:** Motion by Fairbanks, second by Berndt to approve the September 19, 2018 minutes. Motion carried 6-0.

5. **Public Comment:** None

6. **Public Hearing:**

   a. Rezoning – LakeTown Homes, LLC.
   b. CUP – LakeTown Homes, LLC
   c. Easement Vacation – LakeTown Homes, LLC.

   - Ms. Richmond introduced the second phase of the Rivers Edge project. Presentation included the details of the subdivision, breakdown of approvals as identified in a, b and c. Described the history and makeup of the project, the zoning and building plan as identified in the Commission packet.
   - Clarification that the water main easement was not part of or included within the easement vacation.
   - Applicant requesting a deviation for the size yard setback, requesting 7.5 feet to continue what was allowed in the first addition. Proposed lots meet all other required setback requirements in both R2 and River District.
   - Will continue construction access for second phase
   - CUP for public roads required by City Code and State Statute due to the River district.
   - One comment received, Dwight Wirz – owner of parcel of property adjacent to River Edge Development. Wants to ensure in future phases access or sale is part of the discussion on this property.
   - Landscaping Plan is still not received, staff recommends making Landscaping plan a condition of the approval.
   - REZONING specification are required by code, require a 4-5th vote by Council and a condition of the approval of the final plat. Conditions were the same for the first phase.
   - CUP required for the construction of roads in a river district per MN Rules and City Code.
   - EASEMENT VACATION, as reviewed by Engineering and approved
   - Staff recommends approval of all three requests identified in 6 a, b and c. Staff requests an approval of items separately.

   PH Open: 7:22

   - Juli Murillo at 23539 Ambassador Blvd, referencing houses that have been built in Rum River Bluffs 2nd. Discussed setbacks. Has reached out the county, city staff and DNR. Addressed changes in environment as she feels impacted by it. Talked about parties, river use, fishing, land use and back yard visibility. Concerns about clear-cut on other side of the river. Spoke to privacy concerns. All concerns related to Rum River Bluffs 2nd phase feels with those concerns Rivers Edge development should be restricted.

Creelman clarified that there are several state rules that apply to the river. If it falls to city code, the city will be the ruling jurisdiction. City adopts DNR rules and enforcement falls under the city.

Steinke requested staff to review the scenic river rules. Richmond clarified that the landscape plan is required, that there are regulations regarding vegetative cutting and that cutting on plats larger than 4" in diameter is prohibited. Those are items that will be required and outlined in the landscape plan and be required to meet the river district requirements.

Berndt requested that Staff visit the property to review the situation.

- Dwight Wirz, property owner. Is fine with what is in the plan as it relates to Rivers Edge. Question in regards to properties further north that would also require River District requirements. Concerns with the development and business and the overall river preservation.

Commission requested more information about his land, wetlands within and locations. Richmond clarified which district this owners parcels fell into.

PH Close: 7:50

Commission Discussion:

- Morin – question on river lots. Steinke clarified the concerns are on lots to the south. How is this relevant to the development being discussed? Not the same builder. Does anyone have cease and desist authority? Creelman clarified Code Enforcement process.
- Morin – questions on the park. Was understanding that there were proposed park, trails and natural concept. Does not want to see park issue lost, feels it is critical to this development.
- Steinke does not accept part B be used as park dedication. Not accessible for access and cannot run a trail through it. Richmond clarified the connection and disconnection of the existing trails.
- Zutz, in regards to County Park and lot by school athletic fields, there is an asphalt trail, it is true that it does not connect? City is saying they don't want to connect? Creelman discussed furthering the trail north and willing to discuss the trail continuance with Anoka County. Zutz strongly suggests the city find access to connect the residents to the park. City has made it non accessible to the residents.
- Berndt, back in march there was discussion of the traffic issues. Where does that stand? Richmond confirmed that traffic is unchanged and that the plan will be future roads to the north. One access will remain with the temporary construction access.
- Zutz, can staff provide information on playgrounds in new phase and future playgrounds on that side of the river. Richmond described the proposed active park in Rivers Edge. Nothing in Rum River Bluffs. Zutz expressed concern of the lack of parks and requirements to walk along roads to get to the parks.
- Zutz, have police and fire provided feedback on the access to the current and planned developments? Richmond identified that they have not on the second phase but did on the first concept plans identified.
- Berndt feels this is being rushed, there is no landscape plan, and someone is dropping the ball on river bluffs enforcement. With trails not being planned for, the Commission is trying to approve things that are not ready. Confused why planning commission not seeing things completed.
- Zutz, two issues at hand, one is an enforcement issue which the commission can do nothing about, the areas that need enforcement are outside of the area being discussed tonight. Second, the development at hand and knowing the road situation is not going to change. Need to move forward with what is in the packet and make Commission suggestions to Council.
- Zutz, requesting staff to clarify wetland, where they begin, describe. Richmond described the wetlands not extending into the lots, only the buffers. Buffers are treated as setback.

a. **Rezoning,**

Richmond clarified the rezoning is to allow the 7.5 foot side yard setback. This includes the lots backing up to the river. They are larger lots, still contain the 7.5 foot setback but still required to meet a 30% impervious surface requirements. 7.5. With 6a, Commission is accepting that 7.5 foot set back is required upon each lot. City Code requires properties to be at least 12 feet apart, with this setback properties will be 15 feet apart. This will also maintain consistency within the development.

Zutz moved to recommend approval the future Rezoning to a PUD, Second by **Fairbanks**, no further discussion, **motion carried 6-0**

b. **CUP**,
approval of CUP for the construction of public roads, subject to condition, **Berndt** moved to recommend approval subject to conditions, second by **Fairbanks**, further discussion – CUP on page 17, item 4 –regarding wildlife, these are suggested conditions from the MN Rule, can increase. When this would impact nesting, consult the DNR for instruction. **Berndt** to Amend motion to include consulting the DNR, **Motion carried 6-0**

c. **Development Plan and Preliminary Plat. (Agenda did not specify this item specifically as the public hearing was held in September) Includes landscaping and parks.** Subject to conditions listed on page 17-19. **Zutz** motions to approve with additional consideration that the developer, builder, realtors and owners are provided information on city code on rules to river lots. Best interest of the community to ensure all parties are well informed. Morin suggested best management practices on conservation practices to address erosion, habitat destruction and DNR consultation. Park dedication was decided that the city take as funds and not unusable land. Morin wants land and more green space in this area that can be developed as discussed in the concept plan. Steinke clarified park in Phase 1, 2.6 acres was buildable. Staff suggesting to take funds in lieu of wetland or additional green space. Cash received would be used for purposes of the park and Comprehensive plans. Land was dedicated in phase one to be developed as a park, future funds used to create and upkeep of parks. Comprehensive plan identifies where the city would like to see parks and ensure that what is proposed is consistent. Second by **Murray** Motion failed 2-4

Berndt makes a motion to deny the development plan, second by **Morin**, motion passed
Finding of fact: Park does not provide usable land and taking cash option not favored. No identified trail system. Missing landscape plan. Additional communication on property owners for river bank use.
No further discussion, **motion carried 5-1**

d. Easement Vacation of drainage and utility easement.
Zutz makes a motion to approve the vacation of the drainage and utility easement. Second by **Fairbanks**, discussion by Murray in regards to cable and internet, Richmond clarified this is for city utilities. **Motion carried 6-0**

7. **Regular Business Items:**
   a. November Planning Commission Meeting.
   Creelman there are no applications at this time. Not clear if Rivers Edge would be back for November. Question on attendance. Commission discussed, decision made to cancel meeting, would not have a quorum.

8. **Planning Commission Discussion** None

9. **Adjournment:** Motion by **Berndt** second by **Fairbanks** to adjourn. Motion carried 6-0. Meeting adjourned at 8:58 pm.

DATE APPROVED:
Taken from audio
Kate Thunstrom

DRAFT

City of St. Francis Planning Commission Agenda Item
Executive Summary

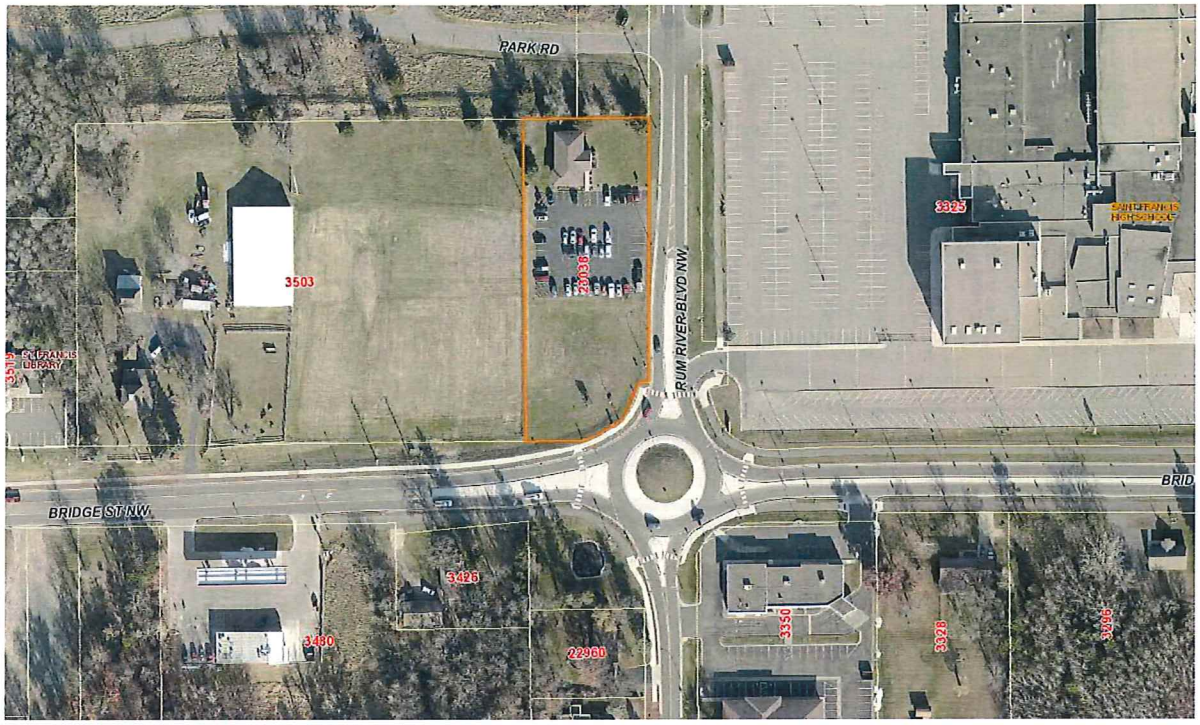
Title of Item:	**CONCEPT PLAN:** A request by Larry Anderson for concept plan review of a proposed lot split on the property located at 23038 Rum River Blvd; PID: 32-34-24-43-0018.
Meeting Date:	2-20-19
Staff Reporting:	Beth Richmond, City Planner
Summary:	The applicant is seeking concept plan review and feedback from the Planning Commission regarding a potential lot split at 23038 Rum River Blvd.
Recommendations:	N/A
List of Attachments:	A) Concept Plan B) Utilities Map C) Drainage and Water Storage Easement Agreement

City of St. Francis Planning Department

Concept Plan Review: 23038 Rum River Blvd Lot Split

To:	Planning Commission
From:	Beth Richmond, Consulting City Planner
Meeting Date:	2-20-19
Applicant(s):	Larry Anderson
Location:	23038 Rum River Blvd

Introductory Information	
Request:	The applicant is seeking a concept plan review of a lot split located at 23038 Rum River Blvd on 1.39 acres of land. Staff has been working with the applicant to identify potential uses that would work for the new parcel to be created without creating any non-conformities or variance needs for the remaining parcel or the new parcel. Feedback on the proposed lot split and issues identified are requested from the Planning Commission.
Site Data:	• Existing Zoning – B-2 General Business • Land Use Guidance – Park • Land Use Guidance (2040) – Commercial • Area – 1.39 acres • Property Identification Number (PID) – 32-34-24-43-0018
Various Calculations (in acres)	TOTAL PROPERTY AREA.....1.39 acres WETLAND AREA.....N/A NET ACREAGE AFTER WETLANDS.....1.39 acres TOTAL PROPOSED LOTS.....2 GROSS DENSITY.....1.43 units/acre NET DENSITY.....1.43 units/acre



23038 Rum River Blvd is highlighted in orange.

Application Review	
Existing Site Character:	• This site is located on the northwest corner of the intersection of Rum River Blvd NW and Bridge St NW. It is located west of the high school and just south of the Rum River North County Park. An existing building and parking lot are located on the northern portion of the site. The southern portion of the site is vacant land.
CONCEPT PLAN REVIEW:	
Comprehensive Plan:	• In the current Comprehensive Plan, this parcel is guided for park and open space use. The existing use does not conform. • In the draft 2040 Comprehensive Plan, this parcel's designation is recommended to change from park use to commercial use. • The current use in the existing building as a church is not consistent with the land use guidance for either the 2030 or the 2040 Comprehensive Plans. The building has both a church and an office. • Any future use of the lot to the south should be consistent with the commercial land use guidance for the property.
Zoning District:	• The property is currently zoned B-2 General Business. • The applicant is proposing that both new lots be zoned B-2. • The current zoning is not consistent with the Comprehensive

Zoning District, cont.

Plan's guidance of park and open space. Once the draft 2040 Comprehensive Plan is approved later this year, the current B-2 zoning will be in conformance with the Plan's land use guidance.

- In the B-2 district, churches or places of worship are not permitted. Therefore, the existing use of the site as a church is not permitted. Staff would support changing the use of the northern lot from church to a use that is permitted in the B-2 district such as office space or retail.
- Any future use on the southern lot should be consistent with the permitted uses specified for the B-2 district.

Lot Size & Layout Requirements:

- The proposed lot split would create Block 1 Lots 1 and 2.
- The B-2 district lot size and layout requirements are listed below:

Requirement	B-2 District
Minimum area	20,000 SF
Minimum lot width	100'
Street setback	50'
Side yard setback	10'
Rear yard setback	25'
Setback from R-1 and R-2 districts	50'
Maximum height	40'
Maximum impervious surface	80%

- Both proposed lots meet all lot size and layout requirements.

Roadways and Traffic:

- This lot is located on the corner of two County roads: Rum River Blvd (CR 72) and Bridge St (CSAH 24) adjacent to the roundabout.
- The roundabout directly to the southeast of the lot was completed in 2016 to increase the efficiency of the Rum River Blvd and Bridge St intersection.
- Due to the location of the high school, this is a busy intersection during the morning and afternoon hours directly before and after school.
- The proposed lot split would take advantage of existing pass-through traffic and would add additional traffic.

Lot Access:

- This lot currently has right-in right-out access onto Rum River Blvd (CR 72).
- Anoka County is responsible for permitting all access drives onto county roads.
- Due to the lot's proximity to the Rum River Blvd and Bridge St

Lot Access, cont.	roundabout, the County would not approve an additional access onto CR 72 for the second lot. • Access to the new lot would be via a shared driveway easement to the existing driveway onto CR 72. • The County has been notified of this concept plan. Staff is working with Anoka County to determine the implication of increasing the intensity of use on the lot. • Future consideration should be given to connection through the parcel to the west when and if that parcel were to develop.

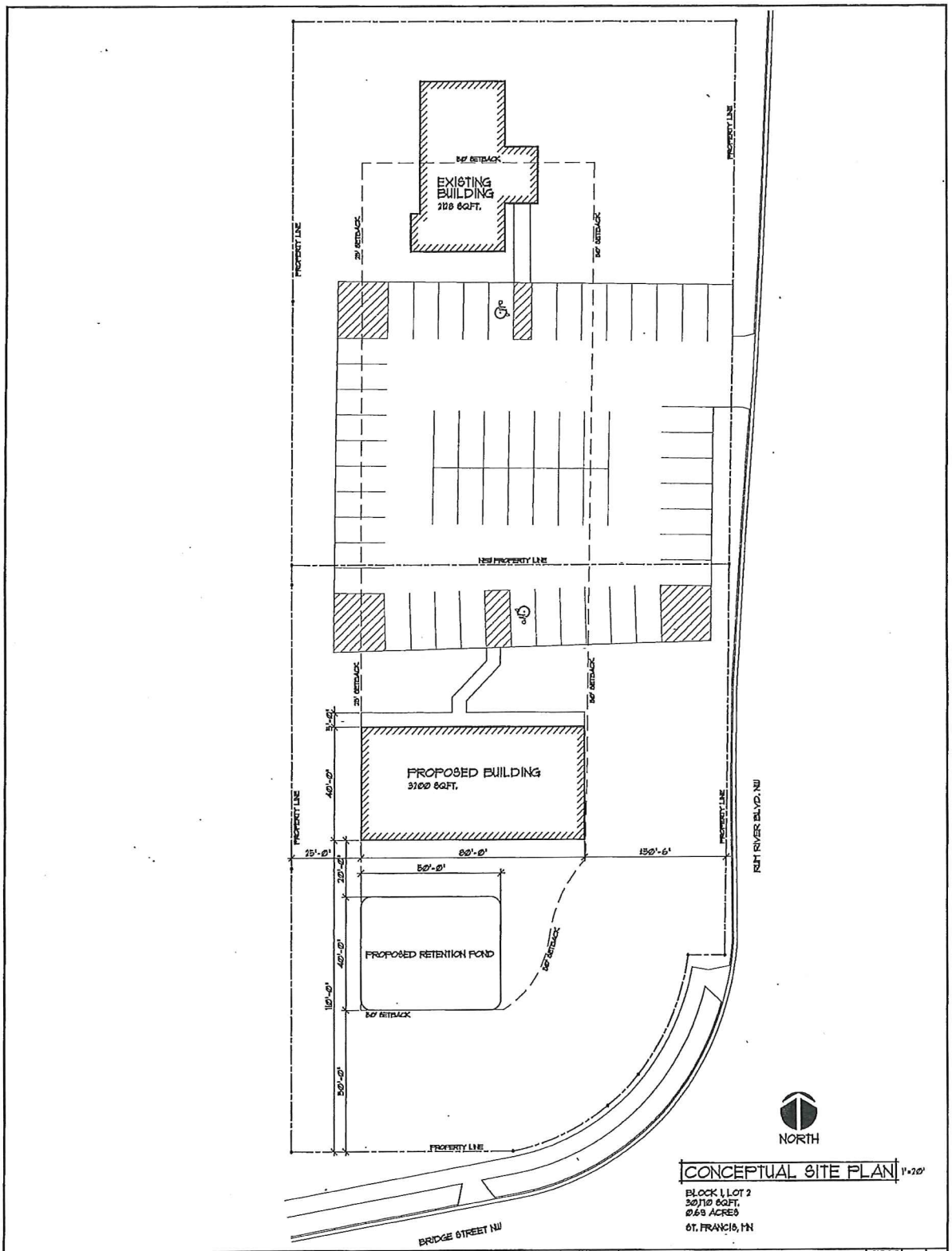
Parking Facilities:	• The applicant is proposing to utilize the existing parking lot as a joint parking facility serving both of the proposed lots. The existing parking lot has 52 spaces and an additional 2 handicapped spaces.
	• Joint parking facilities serving two or more uses are allowed in St. Francis provided that the total number of parking spaces provided is equal to or greater than the sum total of the separate requirements for each use during any peak parking hour.
	  • The proposed joint parking space must be within 500 feet of the uses it will serve. This requirement is met in the concept plan.
	  • The applicant is required to demonstrate that there is not substantial conflict in the principal operating hours of the uses served by the joint parking facility. Future plans must address this.
	• Based on the square footage of the existing building and its use as a church, the parking needs of the church have been calculated as 82 spaces. This means that the site is currently underparked. Only 54 parking spaces exist while 82 are required for the church use. A joint parking facility would not be allowed unless the use of the existing building was changed to something that required fewer parking spaces or a larger parking lot is constructed.
	• Staff recommends that the applicant change the use of the existing building from church to a permitted use requiring fewer parking spaces. If the use were changed, and if the use on the southern lot did not have similar peak parking demands, then a joint parking facility may be a possibility for these lots.
	• The Code requires that all parking areas be screened from public roadways. The existing parking lot is located between zero and six feet from the right-of-way and is not screened. Because no changes are proposed to the parking lot, and because of the lot's proximity to the roadway, screening would not be required. However, landscaping would be encouraged as part of site improvements.

Sidewalks:	• Currently, a sidewalk along the north side of Bridge St ends at the southeastern corner of the lot.

Sidewalks, cont.	• Staff is working with Anoka County to determine whether the applicant would be required to extend the sidewalk north along the east side of the parcel (the west side of Rum River Blvd NW).
Landscaping:	• The applicant will be required to meet the landscaping and screening regulations specified in Code Sections 10-20-4 and 10-20-5 for both lots.
Adjacent Parcel Development:	• The lot split on this corner lot may have an impact on the future development of the lot to the west. • The land directly to the west of this lot is currently in residential use. This area is planned for future residential infill in the St. Francis Forward plan. • Staff recommends that the applicant consider the implications of the proposed lot split on the property to the west, especially regarding potential future roadway connections and/or access points. The proposed lot split should not hinder the adjacent lot's development potential.
Easements:	• All existing and future easements on the property must be shown on the future preliminary plat. • All easements intended for public utilities shall meet minimum City standards for width and must be as wide as necessary to address access and/or maintenance objectives.
Utilities:	• The existing parcel is served by City utilities. • The attached Utilities Map shows the location of the water main, sewer main, sewer force main, and storm sewer. This map has not been updated since the roundabout was constructed. • At this time, no additional services have been brought into the southern portion of the lot. The applicant would be required to extend City sewer and water to the proposed lot to the south. • Telephone, electric, and/or gas service lines are to be placed underground in accordance with the provisions of all applicable City ordinances.
Stormwater/Grading:	• In conjunction with the creation of the roundabout, the County created a stormwater drainage pond in the public right-of-way on the south side of Bridge St near the roundabout. • A drainage and water storage easement agreement exists between the applicant and Anoka County. This easement was created in March of 2016 and allows stormwater runoff resulting from the development of the applicant's property to be accommodated by the County's stormwater drainage pond. • The stormwater drainage pond cannot accommodate all of the runoff that would result from the development of the site.

Stormwater/Grading, cont.	Therefore, the applicant will need additional stormwater retention ponding on site that will accommodate excess runoff. This is shown on the southwest side of the lot. • All stormwater management plans and grading plans must be reviewed and approved by the City Engineer.
Signage:	• Any signage on site must conform to the sign requirements in the sign code (Section 23).
Streetlights:	• Any streetlights must conform to City specifications and be installed at locations determined by the City engineer. • Exterior lighting must conform to Section 10-16-8 of the City Code.
ENVIRONMENTAL IMPACTS:	
Wetlands:	• There are no wetlands on the site.
Erosion Control:	• The future grading plan should indicate proposed erosion control methodologies to be utilized during the development process.
Floodplain:	• This land is not located within the floodplain.
Steep Slopes:	• There are no steep slopes on this property.
Other Permits:	• All necessary permits must be provided to the City (MPCA, NPDES, MDH, etc. as may be applicable).
CHARGES, FEES, & RESPONSIBILITIES:	
In General:	• As always, the applicant is responsible for all fees related to the review of this application (including but not limited to planning, legal, engineering, wetland, environmental consultants, or other such experts as required by this application).
Park Dedication:	• The applicant will be required to pay a park dedication fee equal to 3% of the market value of the subdivision land, not to exceed $7,500.
Sewer Charges:	• The applicant should consult with the City Engineer on future sewer access charges and/or individual hook up charges that may be applicable.
Water Charges:	• The applicant should consult with the City Engineer on future water access charges and/or individual hook up charges that may be applicable.

Conclusion	
	The Planning Commission is asked to examine the proposed concept plan and provide feedback for consideration by the applicant. Council will do the same, and the applicant will need to consider all feedback and determine whether or not to proceed. Keep in mind that feedback at this point does NOT carry with it any assurances of future success or approvals. The goal is to inform the applicant of all potential issues that need to be addressed so no surprises are encountered moving forward. While the City strives to identify all issues during the concept plan phase, it is ultimately the applicant's responsibility to adhere to all local, state, and Federal regulations as may be applicable.

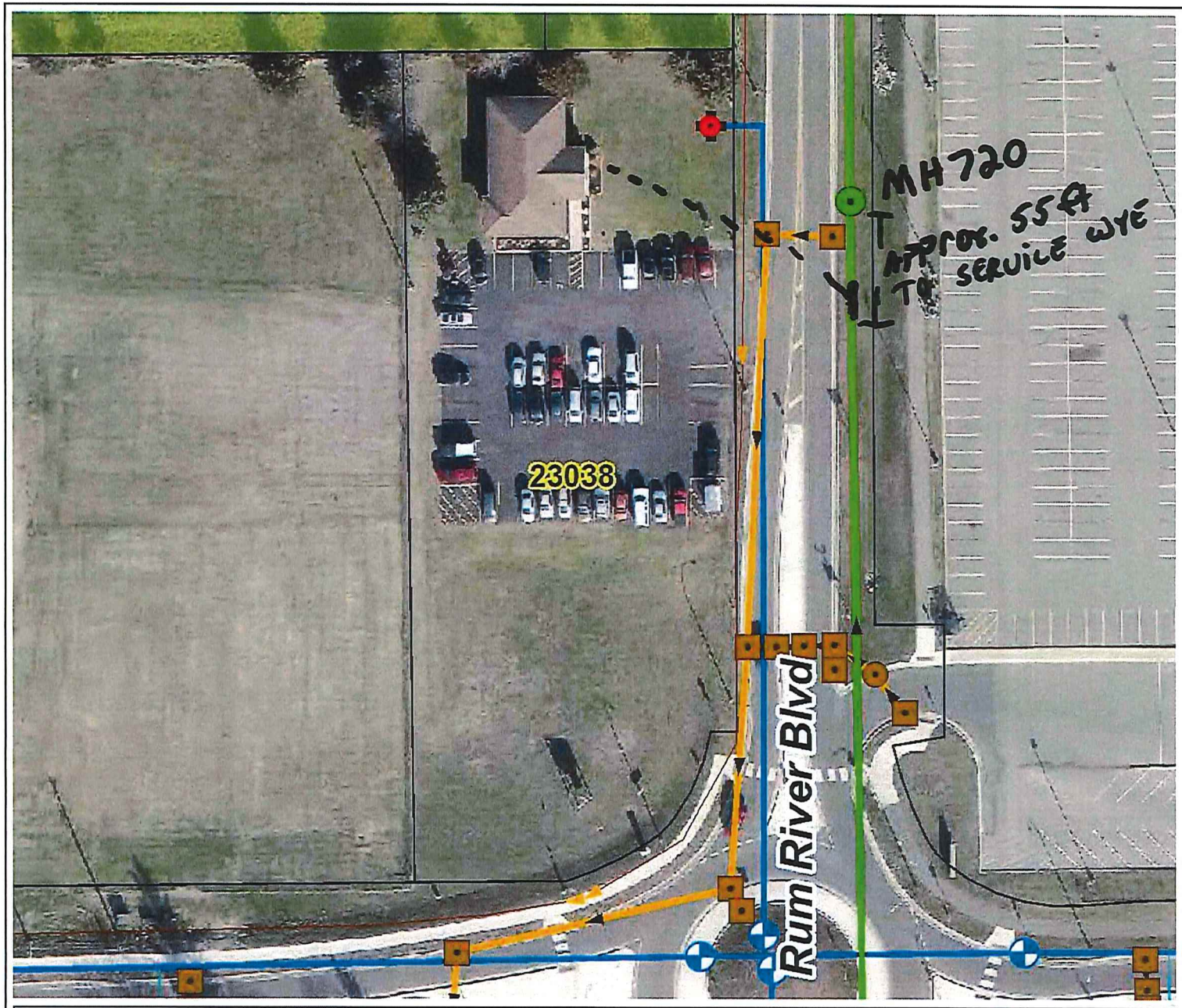


REVISIONS
XX/XX/XX

BIRCH HOME DESIGN, LLC
ARCHITECTURAL DESIGN & DRAFTING
BIRCH90@HOTMAIL.COM

CONCEPTUAL SITE PLAN
PREPEARED FOR: LARRY ANDERSON

SHEET 1 OF 1
DATE: 1/5/2015
FILE#: 15-0004



City of St. Francis

Legend

- City Limits
- Sanitary Lift Station
- Sanitary Manhole
- Sanitary Cleanout
- Sanitary Valve
- Sanitary Pipe
- Sanitary Forcemain
- Sanitary Services
- Sanitary Pond
- Storm Manholes
- Storm Catch Basins
- Storm Culverts
- Storm Pipe
- Water Manhole
- Water Curbstop Valve
- Water Valve
- Water Hydrant
- Water Building
  - Water Tower No. 1 - Not in Service
  - Water Tower No. 2
  - Well House
- Watermain
- Water Service Pipe
- Railroads
- Parcels (2-8-2017)
- Parcels Isanti
- Ponds
- Lakes
- Rivers
- State Land
- City Parks

Map Name

0 66 Feet

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Disclaimer:
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of St. Francis is not responsible for any inaccuracies herein contained.

Anoka County Contract No. C0004929

DRAINAGE AND WATER STORAGE EASEMENT AGREEMENT

This Drainage and Water Storage Easement Agreement is made and entered into this 22nd, day of March, 2016, by and between the County of Anoka, a political subdivision of the State of Minnesota, Anoka County Government Center, 2100 Third Avenue, Anoka, Minnesota 55303 ("County"), and L & J Properties 1, LLC, a Minnesota limited liability company, 6300 - 213th Lane Northeast, Wyoming, Minnesota 55092 ("L & J Properties").

WITNESSETH:

WHEREAS, the County is the owner of property located in the City of St. Francis, County of Anoka, State of Minnesota, which is legally described in the attached Exhibit A ("Burdened Property"); and

WHEREAS, the County has and/or will be constructing a storm water drainage pond on the Burdened Property; and

WHEREAS, L & J Properties is the owner of property located in the City of St. Francis, County of Anoka, State of Minnesota, which is legally described in the attached Exhibit B ("Benefited Property"); and

WHEREAS, L & J Properties desires to acquire an easement over the Burdened Property for the purpose of accommodating storm water runoff resulting from the development of the Benefited Property; and

WHEREAS, the County is willing to grant such an easement to L & J Properties on the terms and conditions set forth below.

NOW, THEREFORE, for good and valuable consideration by L & J Properties, the receipt and sufficiency of which are hereby acknowledged, the County and L & J Properties do hereby covenant and agree as follows:

1. **GRANT OF EASEMENT.** The County does hereby grant and convey unto L & J Properties, its successors and assigns, an easement upon, under and through the Burdened Property for the purpose of accommodating storm water runoff from the Benefited Property when it is developed.

2. **CONSTRUCTION OF STORM WATER DRAINAGE POND.** The County shall construct, operate and maintain a storm water drainage pond on the Burdened Property as part of the construction of its Bridge Street (CSAH 24) Roundabout in St. Francis pursuant to Anoka County Highway Project No. 002-624-026 ("Drainage Facilities"). The Drainage Facilities shall be constructed in a manner so that they have sufficient capacity to accommodate the County's own storm water storage needs and the permitted runoff from the Benefited Property, as hereinafter defined.

3. CONSTRUCTION OF CONVEYANCE FACILITIES. L & J Properties shall be solely responsible for the design, construction, reconstruction, operation and maintenance of the necessary facilities that may be needed to convey the storm water runoff from the Benefited Property to the storm water drainage pond located on the Burdened Property ("Conveyance Facilities"). Notwithstanding the foregoing, the County shall construct the storm water pipe from structure 5002 (as depicted in the attached Exhibit C) to the pond to accommodate the flow provided for in paragraph 4, below

L & J Properties shall have the specific rights of ingress and egress consistent with this Easement Agreement over the Burdened Property for the purpose of construction reconstruction, operation and/or maintenance of the Conveyance Facilities. L & J Properties shall be solely responsible for all costs associated with the construction, reconstruction, operation and maintenance of the Conveyance Facilities. L & J shall not construct, reconstruct or alter the Conveyance Facilities without first obtaining the County's prior written approval.

4. LIMITATION OF DRAINAGE AND PONDING RIGHTS. Notwithstanding anything herein to the contrary, the drainage and ponding rights granted herein are limited, and shall not exceed the following flow rates and capacity limitations per described event:

TYPE OF EVENT	MAXIMUM ALLOWABLE RUNOFF RATE	MAXIMUM ALLOWABLE VOLUME
Type II 24-hour 100 year rainfall	4.96 CFS	0.368 acre-feet
Type II 24-hour 10 year rainfall	3.43 CFS	0.251 acre-feet
Type II 24-hour to year rainfall	2.24 CFS	0.161 acre-feet

The County specifically reserves and shall have the right to alter any of the Conveyance Facilities which were constructed on the burdened property in the event that the storm water runoff from the Benefited Property exceeds the maximum allowable flowrates and/or capacity limitations described above.

5. TOUCH AND CONCERN THE LAND. The burdens and benefits of this Drainage and Water Storage Easement Agreement shall be deemed covenants running with said easements and said land. Notwithstanding any contrary provision in this Easement Agreement, however, any obligation under this Easement Agreement which is to be performed by the owner of any land which is benefited and/or burdened by this Easement Agreement shall be enforceable only against the then owner of such land, and not against any such owner's predecessors in interest.

6. MISCELLANEOUS.

a. Except as otherwise expressly provided herein, all provisions herein contained, including the benefits, burdens and covenants, are intended to run with the land and shall be

binding upon and inure to the benefit of the respective successors and assigns of the parties hereto.

b. This Easement Agreement constitutes all of the agreements, understandings and promises between the parties hereto, with respect to the subject matter hereof.

c. This Easement Agreement shall be of no force and effect until this Easement Agreement is duly and validly executed by all parties hereto.

remainder of page left intentionally blank

IN WITNESS WHEREOF, the parties hereto have executed this Drainage and Water Storage Easement Agreement as of the date and year first above written.

COUNTY OF ANOKA

By: _____
Rhonda Sivarajah, Chair
County Board of Commissioners

By: _____
Jerry Soma
County Administrator

L & J PROPERTIES 1, LLC

By: _____
Name: LARRY D ANDERSON
Its: OWNER

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing was acknowledged before me this _____ day of _____, 2016, by Rhonda Sivarajah and Jerry Soma, the Chair of the County Board of Commissioners and the County Administrator, respectively, of the County of Anoka, a political subdivision under the laws of the State of Minnesota, on behalf of the County of Anoka.

_____
Signature of person taking acknowledgment

Subscribed and sworn to before me this
_____ day of _____, 2016.

_____
Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF Anoka)

The foregoing was acknowledged before me this 22nd day of March, 2016, by Larry D. Anderson, the Owner of L & J Properties 1, LLC, a Minnesota limited liability company, on behalf of the company.

Pamela R. Johnson
Signature of person taking acknowledgment

Subscribed and sworn to before me this 22nd day of March, 2016.

Pamela R. Johnson
Notary Public

PAMELA R JOHNSON
Notary Public
Minnesota
My Commission Expires January 31, 2020

This Instrument Was Drafted By:

Anoka County Attorney's Office
Anoka County Government Center
2100 Third Avenue, STE 720
Anoka, Minnesota 55303

dk\contracts\2015\L & J Properties 1-Easement Agreement (07-23-15)

EXHIBIT A
TO
DRAINAGE AND WATER
STORAGE EASEMENT AGREEMENT

("BURDENED PROPERTY")

That part of the Southwest Quarter of the Southeast Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota described as follows:

> Commencing at the southeast corner of said Southwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 00 degrees 15 minutes 14 seconds West, along the east line of said Southwest Quarter of the southeast Quarter, a distance of 782.46 feet; thence South 89 degrees 42 minutes 41 seconds West, a distance of 33.20 feet to the actual point of beginning of the land to be described; thence continue South 89 degrees 42 minutes 41 seconds West, a distance of 143.05 feet; thence South 00 degrees 15 minutes 54 seconds East, a distance of 110.00 feet; thence North 89 degrees 42 minutes 41 seconds East, a distance of 143.07 feet; thence North 00 degrees 16 minutes 33 seconds West, a distance of 110.00 feet to the actual point of beginning.

(Said tract is also known as part of Lot 6, Block 8, "Village of St. Francis," an auditor's plat.)

EXHIBIT B
TO
DRAINAGE AND WATER
STORAGE EASEMENT AGREEMENT

("BENEFITED PROPERTY")

That part of Lots Four (4) and Five (5), Block Nine (9), and Vacated Elm Street, Village of St. Francis, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Anoka County, Minnesota, described as follows: Beginning at the Southeast (SE) corner of said Lot Five (5); thence West, along the South line of said Block Nine (9), a distance of One hundred eighty and twenty-three hundredths (180.23) feet; thence North, parallel with the East line of said Lot Five (5) to the North line of said Lot Four (4); thence East along the said North line of said Lot Four (4) and the extension thereof East, to the said East line of said Lot Five (5); thence South along said East line of Lot Five (5), to the point of beginning.

038 Rum River Blvd NW

ancis, MN

Aerial Photo: Flown Spring of 2014

City of St. Francis Planning Commission Agenda Item
Executive Summary

Title of Item: **2040 COMPREHENSIVE PLAN PUBLIC HEARING & REVIEW**

Meeting Date: 2-20-19

Staff Reporting: HKGi Project Team

Summary: After receiving comments from surrounding jurisdictions, staff has made final edits to the draft of the 2040 Comprehensive Plan. The next step in the process is to hold a public hearing on the updated Comprehensive Plan. After holding the public hearing, Staff requests that the Planning Commission consider whether to move the draft 2040 Comprehensive Plan forward to the City Council for authorization of its submission to the Metropolitan Council or if the draft should be modified before Council authorization.

List of Attachments:
A) Comments Received from Affected Jurisdictions and actions taken
B) Updated Comprehensive Plan

City of St. Francis Planning Department

2040 Comprehensive Plan Public Hearing & Review

To: City Council

From: HKGi Project Team

Meeting Date: 2-20-19

Introductory Information	
Background & Request:	In July of 2018, the City Council approved the distribution of the 2040 St. Francis Comprehensive Plan update to adjacent and affected jurisdictions for six months of review that ended in January 2019. The City of St. Francis received comments from a handful of adjacent communities, counties, and state agencies, many of which were technical in nature, requiring minor changes. The next step in the planning process is the holding of a public hearing on the revised draft at the February 20, 2019 Planning Commission meeting. After holding the public hearing, the Planning Commission will be asked to consider whether the draft 2040 Comprehensive Plan needs to be modified and/or if it can move forward to the City Council for authorization of its submission to the Metropolitan Council. The City received a three-month extension, and therefore the deadline for submission to the Metropolitan Council is the end of March

2040 Comprehensive Plan Review	
Changes Made:	The Comprehensive Plan has been revised to respond to the comments provided. The attached table has been created to identify the agency/organization making the comment, the comment, and the proposed response to the comment where necessary. The draft of the revised 2040 Comprehensive Plan has been posted on the City's website. In general, there were not substantive changes made to the 2040 Comprehensive Plan. Most of the changes were focused on Land Use. The following changes were made to the Comprehensive Plan: • Changes as noted in response to other jurisdictions' comments (see attachment) • Refinements in the land use chapter as related to the areas outside of the urban service area. This included the definitions, locations,

	densities, and approaches to flexible residential development in the Agricultural Preserve, Agriculture, Urban Reserve, and Rural Residential classifications • Discussion about the Wild and Scenic River process that is underway • Additional language identifying the need to address dangerous intersections, specifically Pederson Drive and Highway 47

Conclusion	
	Staff Recommendations: Staff requests that the Planning Commission hold a public hearing on the final draft of the 2040 Comprehensive Plan, provide direction on needed changes or updates, and move the draft forward for Council authorization to submit the plan to the Met Council for approval.
Timeline:	

March 2019	Council considers resolution to authorize staff to submit draft to Met Council for approval.
March 2019	Draft Comp Plan is submitted to Met Council.
Spring & Summer 2019	Metropolitan Council reviews submitted Plan for completeness. Once the Plan submittal is determined to be complete, the Met Council has 120 days to complete their review and authorize the City to enact their Plan.
Fall 2019	City Council considers adoption of Final Comprehensive Plan.

Who	Comment	Addressed	Response
Anoka Co Transportation	pg 7-13 - we are no longer showing extensions of several county roadways. Note that it came from 2030 plan	Noted	
Anoka Co Transportation	Strike last sentence from "Anoka County 2030 Trans. Plan" chapter. We show CSAH 24 operating at planning LOS E by 2040	Removed	
Anoka Co Transportation	Several of the projects referenced for anoka co were I D ed in 2030 are no longer valid. In 2018-2022 CIP we have not ID ed any roadway expansion projects in SF. As per the 2040 plan, we think we will need to make capacity improvements to CSAH 24 between TH47 and CR103	Noted	
ISD 15	6-9 coordination w/ schools - should something be mentioned regarding the ability to lease space from the schools?	Added	
ISD 15	6-7 District faciliities - Please add "St Francis Learning Center does offer park/field space, gym space, and community ed classes"	Added	
ISD 15	6-2 School Facilities - also add SFLC	Added	
ISD 15	4-9 just to understand school is interested in working with city to promote and market	Added	
Livonia TWP	No Comment		
RRWMO	No Comment		
Anoka Co Transit	Pg. 7-29 St. Francis is Market Area V.	Changed	
Anoka Co Transit	Anoka County Traveler Transit Link provides service in Anoka County as well as NW Ramsey County (Arden Hills, Falcon Heights, Lauderdale, Mounds View, New Brighton, Roseville, St. Anthony, and Shoreview.). Operating hours are Monday-Friday 6:00 a.m. to 7:00 p.m.	Added	
Anoka Co Transit	Rides can be requested up to five business days in advance.	Changed	
Anoka Co Parks	Page 3-5 – Existing Land Use Map The northern portion of Rum River North County Park is shown as institutional. It should be shown as Parks and Open Space.	Changed	
Anoka Co Parks	Page 3-5 – Existing Land Use Map Rum River North County Park parcels south of Bridge Street should also be shown as park and open space.	Changed	
Anoka Co Parks	Page 3-11 – Future Land Use Map South Rum River North County Park parcel east of the river should be shown as park/open space, no commercial.	Changed	
Anoka Co Parks	Page 3-11 – Future Land Use Map It appears that the County Library site is guided for med/high density residential. Is that correct?	Acknowledged	Based on discussions with the County during the Bridge St. planning process, the current library was unlikely to receive reinvestment in the long term. If the site redevelops, the plan anticipates MHDR.
Anoka Co Parks	Page 3-11 – Future Land Use Map The City may want to acknowledge that the Metropolitan Council has identified a Regional Park Search Area in the northwest corner of the county.	Acknowledged	Unitl the park is located, the plan will keep that information in the parks section
Anoka Co Parks	Page 3-15 – Phased Growth Map Again, parcel south of Bridge Street and east of river should be shown as park/open space only. Not commercial with natural/open space overlay.	Changed	
Anoka Co Parks	Page 3-17 Destination Commercial It appears that commercial is encroaching on the County Park land south of Bridge Street and east of the river.	Relocated	
Anoka Co Parks	Page 6-3 Parks and Trails Map The City should consider acknowledging the existing regional trail segments along Lake George Blvd and Bridge Street	Added	

Anoka Co Parks	Page 6-10: Trail Network The City may want to revise the last sentence in the last paragraph. i. "The City is also aware and supportive of the proposed Sugar Hills Regional Trail connecting Rum River North County Park to Lake George Regional Park...". This trail connection currently exists. ii. There is not an existing approved master plan for North Anoka County Regional Trail, therefore the trail is considered a search corridor.	Changed	
Anoka Co Parks	Page 6-11 Planned Trails Map Sugar Hills Regional Trail has an identified alignment in the approved Sugar Hills Regional Trail Master Plan (2016) and therefore is not a search corridor.	Changed	
Anoka Co Parks	Page 7-30 Existing Ped Bicycle Facilities: "Rum River Regional Park" should be changed to "Rum River North County Park".	Changed	
Anoka Co Parks	Page 7-30 Existing Ped Bicycle Facilities: Proposed and Future Ped/Bicycle Facility Opportunties i. Sugar Hills Regional Trail is no longer a search corridor. There is an approved master plan for the trail, which was completed in 2016.	Changed	
Anoka Co Parks	Page 7-31 Bike/Ped Facility Map Again, Sugar Hills Regional Trail is no longer a search corridor.	Changed	
MNDOT	No Comment		

2040 COMPREHSENIVE PLAN

SECTION 3 – LAND USE - ONLY

03. LAND USE

The City of St. Francis's land use plan plays a key role in guiding development and redevelopment in St. Francis. The future land use plan identifies the location, intensity, and nature of future development and redevelopment in the City, and establishes the framework in which future development will occur. This plan is intended to guide redevelopment of various existing developed areas in the City, as well as the future development and growth of remaining undeveloped areas in St. Francis, to achieve the community's goals for balanced and efficient growth and the protection of natural resources and key open space and recreational areas.

The City has a tremendous amount of natural resources, including a variety of parks, preserves, and open space areas, as well as the resources of the Rum River and the Future Land Use plan helps preserve these assets for future generations. The Land Use chapter, combined with the Natural Resources and Park, Trails and Open Space chapters outline ways for the community to continue to develop and redevelop while preserving and enhancing these natural resources.

As outlined in subsequent sections of this chapter, the City anticipates redevelopment and infill development occurring along the Highway 47 and Bridge Street corridors within the community. The majority of new growth will occur within the boundaries of the municipal urban service area, to the north of the existing developed areas within St. Francis. In particular, areas to the east and west of Highway 47, between Ambassador Blvd and the Isanti County line, as well as areas between the Rum River and Rum River Boulevard, between existing neighborhoods and the Isanti County line, will account for the majority of new growth and development in St. Francis through 2040. All future land use projections discussed within this chapter are based on "net" calculations allowing for the protection of wetlands and other environmentally sensitive areas.

Purpose

The Land Use plan is interrelated with all of the elements, goals, and objectives of the Comprehensive Plan. The purpose of the Land Use plan is to designate

the type, location, and density of land uses in the City. In doing this, the City considered the following elements:

» Community goals and objectives
» Natural resources
» Supportive elements such as transportation, drainage systems, and utilities
» Coordination with surrounding communities and metropolitan agencies

Existing Conditions

The following tables provide the forecasted population, households, and employment for 2020, 2030, and 2040, consistent with the forecasts prepared by Metropolitan Council.

Population

	2010	2017	2020	2030	2040	Change	Percent
St. Francis	7,218	7,624	8,200	10,400	12,600	4,976	65%
Anoka Co.	330,844	351,422	360,880	401,950	440,420	88,998	25%
Source:	Census	ESRI	Met Council	Met Council	Met Council		

Source: Metropolitan Council, ESRI, US Census

Households

	2010	2017	2020	2030	2040	Change	Percent
St. Francis	2,520	2,674	3,100	4,100	5,100	2,426	91%
Anoka Co.	121,227	128,800	136,860	155,300	171,930	43,130	33%
Source:	Census	ESRI	Met Council	Met Council	Met Council		

Source: Metropolitan Council, ESRI, US Census

Employment

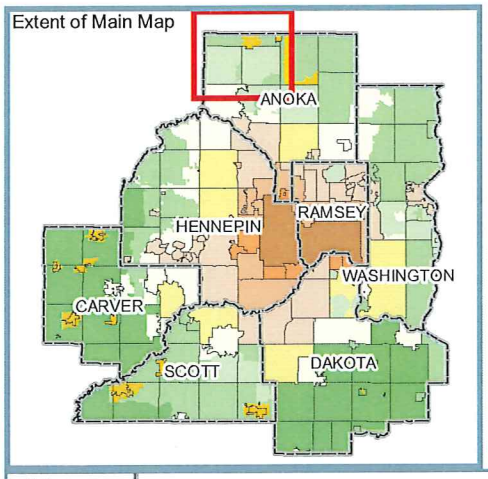
	2010	2020	2030	2040	Change	Percent
St. Francis	1,537	2,200	2,550	2,900	1,363	89%
Anoka Co.	106,387	126,660	136,100	145,420	39,033	37%
Source:	Census	Met Council	Met Council	Met Council		

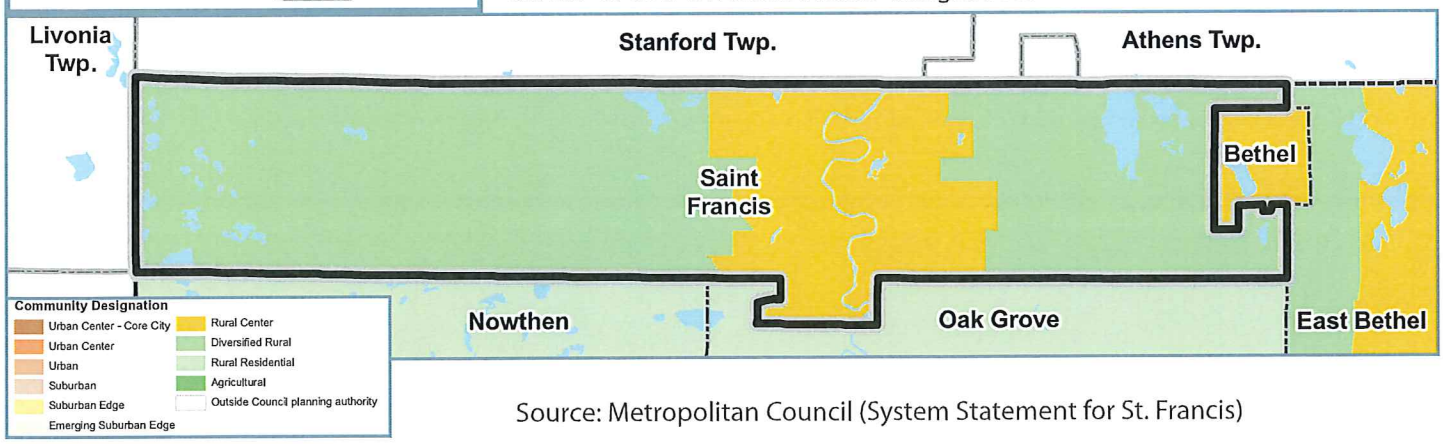
Source: Metropolitan Council, ESRI, US Census

COMMUNITY DESIGNATION

As shown in the Community Designation Map that follows in Chapter Two, the Metropolitan Council identifies various areas of St. Francis as either a "Rural Center" or as a "Diversified Rural" designation.

FIGURE 3.3 COMMUNITY DESIGNATION





Source: Metropolitan Council (System Statement for St. Francis)

To ensure that infrastructure is provided in an efficient and cost effective manner, the overall average density should be at least 3 units per net acre for new growth between 2020 and 2040 for the portion of St. Francis designated as a "Rural Center" community. The "Rural Center" designation applies to the existing, developed portion of the community, primarily near the Highway 47 and Bridge Street corridors. The Metropolitan Council has designated the remaining portions of the city, to the east and west, as a "Diversified Rural" community. Under this classification, Diversified Rural communities are expected to plan for growth not to exceed forecasts and in patterns that do not exceed 4 units per 40 acres.

Existing Land Use

The following outline generalized land use definitions as exist today in St. Francis.

Agriculture

Land that is primarily used for agriculture or timber production. May also include land that is not formally protected (like the Parks and Open Space category) but may serve environmental purposes such as wetlands and uncut forested areas.

Institutional

Land used for governmental, education, religious, or other non-profit purposes. Examples include schools, City Hall, churches, water treatment plants, and public safety/emergency services.

Large Lot Residential

Residential purposes, including mostly one-family homes. This designation identifies areas that might also be called rural subdivisions and are unlikely to further subdivide. Many of these properties are on well and/or septic systems.

Low Density Residential

Residential purposes, including mostly one-family homes. This designation may include some open space within or adjacent to or related to a residential development.

Medium Density Residential

Residential purposes, including duplexes, triplexes, townhomes, and manufactured homes. This designation may include some open common space within or adjacent to or related to a residential development such as association owned land.

Multi-Family Residential

Residential purposes, including apartment buildings and condominiums. This designation may include open space within, adjacent to, or related to a residential development.

Commercial

This category provides for general retail, service and office uses that serve the whole community.

Industrial

This category allows primarily manufacturing and/or processing of products. It could include light or heavy industrial land use, office/warehouse, or large

warehouse facilities. It also includes extractive uses. St. Francis has a large swath of low intensity industrial land on the west end of the city, operated by ATK, to test weaponry.

Park and Open Space

Parks are primarily for public active recreation activities improved with playfields / grounds or exercise equipment, golf courses, or similar areas. Open Spaces may serve as 1) Resource protection or buffer; 2) Support unorganized public recreational activities and may contain trails, picnic areas, public fishing, etc., or 3) Preservation of unaltered land in its natural state for environmental or aesthetic purposes. This property may be publicly or privately held and operated.

Roadway Rights-of-Way (ROW)

Public or private vehicular, transit and/or pedestrian rights-of-way

Vacant

Undeveloped areas that may be developed in the near future and are not being used for other purposes currently.

Open Water

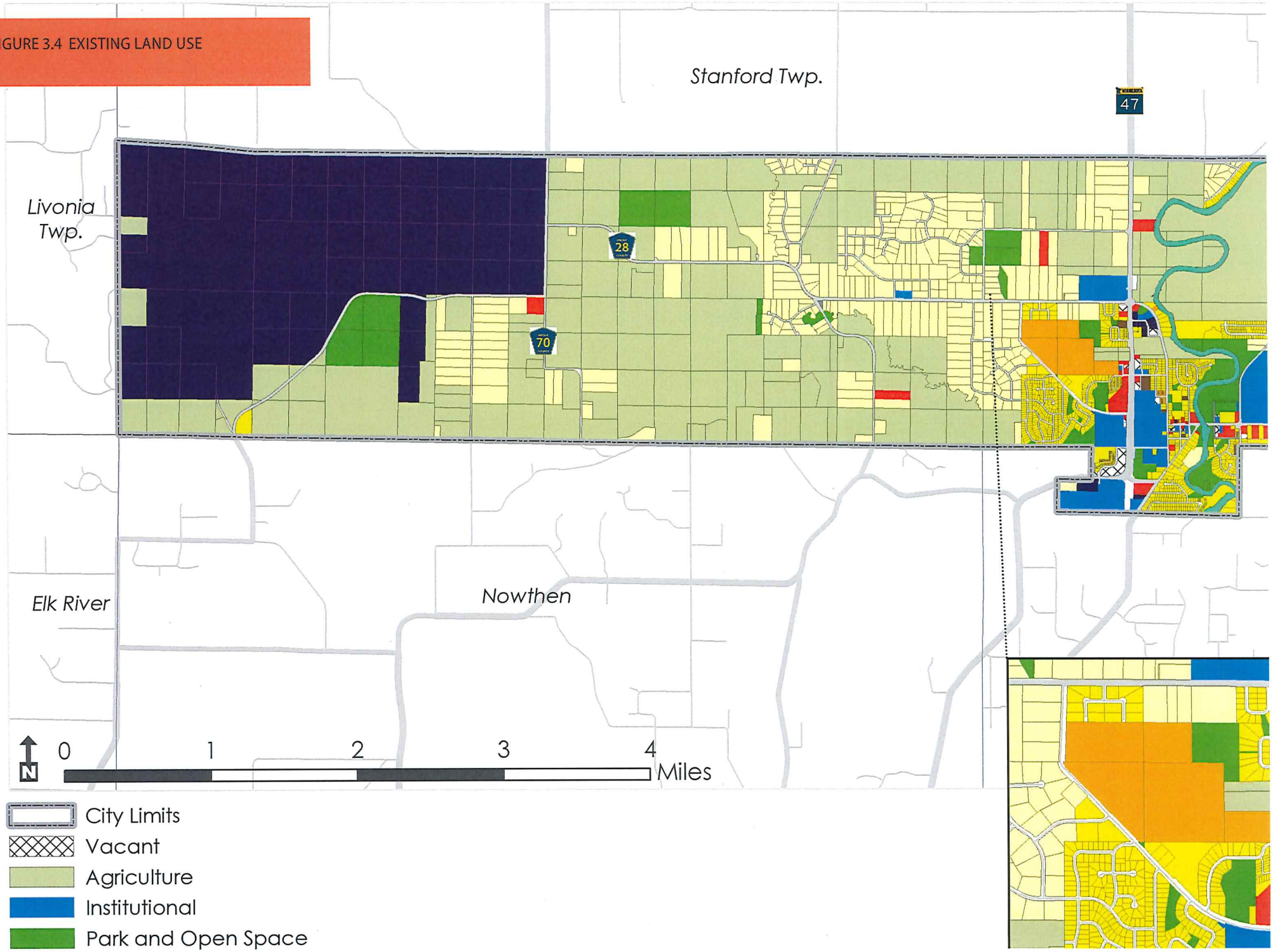
Unplatted, permanently open water, rivers and streams, not including wetlands. In St. Francis, this area is only designated on the Rum River.

The current acreage of the City of St. Francis includes 14,189 acres. The majority of the area within the City limits remains undeveloped, and utilized for agricultural purposes. In addition, the ATK property, in the western portion of the city, accounts for nearly 2,500 acres, or nearly 18 percent of the total land area. In terms of developed lands, single family residential represents the most predominant land use category, with over 4,000 acres classified in this category. St. Francis also includes a significant area of parks, recreation, and open space lands, of around 1,200 acres. The table that follows identifies the current land uses within the City and the percentage of the overall land which is dedicated to that specific use.

	Land Use	Acreage	Percent
	Vacant	23.7	0.2%
	Agriculture	6,008.9	39.6%
	Institutional	312.1	2.1%
	Park and Open Space	1,236.8	8.1%
	Large Lot Residential	3,388.8	22.3%
	Low Density Residential	660.8	4.4%
	Medium Density Residential	110.0	0.7%
	High Density Residential	19.5	0.1%
	Commercial	110.4	0.7%
	Industrial	2,497.3	16.5%
	Right-Of-Way	683.4	4.5%
	Open Water	113.7	0.7%
	TOTAL	15,165.3	

Source: HKGi

FIGURE 3.4 EXISTING LAND USE



Future Land Use

The following sections provide detailed descriptions of land use classifications through 2040 in St. Francis. Each residential land use category is tied to a particular density range. Household growth is calculated by multiplying residential land use categories by the appropriate housing density range identified for the particular land use category. These numbers and calculations represent the potential for residential development, and do not represent a guarantee that the maximum potential development will be achieved in each residential area. The Future Land Use Plan provides for the Metropolitan Council's forecasted figure of 5,100 households by the year 2040.

St. Francis's Future Land Use Plan provides for enough residential land at appropriate densities to achieve these goals, for the Rural Center and Diversified Rural designations. The Rural Center portion of St. Francis coincides with the area that is anticipated to be covered by the Urban Service Area, and can develop at higher densities and with more intensity. Because of the very low densities allowed in the Diversified Rural areas, this plan anticipates only incidental growth in the areas outside of the Urban Service Area/Rural Center.

Agricultural Preserve (40 acres and greater)

Lands in the Agricultural Preserve classification are lands that are enrolled in the Agricultural Preserves Program (Minnesota Statute 473H). This enrollment offers tax benefits and specific long range planning protections in the Comprehensive Plan and land use ordinances. Other programs such as Green Acres are also important options for protecting farmland, but do not have the same land use plans and ordinance restrictions and are not included in the Agricultural Preserve classification.

Agriculture (density less than 1 unit per 10 acres)

The City intends the Agriculture classification to offer a rural setting and to help protect the City's working lands and natural resources. Future land uses and development shall maintain and embrace the existing rural character as an essential element if subdivided. Rural, not urban, planning and servicing principles will apply to these areas. The City may allow the use of density bonuses if the applicant or property owners show how their proposal meets additional conservation design principles. Any development in this classification is intended to be non-sewered. Developments will need to utilize on-site systems the Individual Sewage Treatment System (ISTS) standards must be met and will have to provide for adequate acreage.

Urban Reserve (density less than 1 unit per 10 acres)

Similar to the Agriculture land use classification, Urban Reserve is intended to preserve the rural character of St. Francis until such a time as those areas are ready for development. They are outside of the City's anticipated 2040 sewered area. This classification is found outside of the MUSA, in areas that would be difficult to service today, but that may be serviced and developed at higher densities after 2040. Because development in the long term is possible, the City may allow further subdivision, given adherence to flexible residential development as discussed in this plan and anticipated in the new zoning and subdivision ordinance.

Rural Residential (density less than 1 unit per 5 acres*)

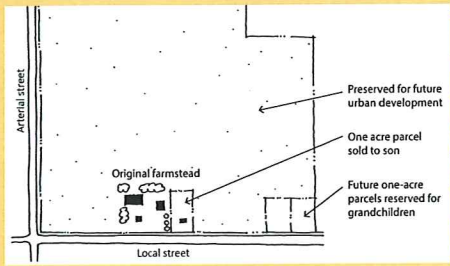
Previous developments have occurred in St. Francis outside of the sewered areas of the city. These are large lot residential subdivisions that are on septic systems. Most land shown as Rural Residential has already been developed at smaller densities. Any undeveloped land guided Rural Residential is to allow for completion of the development pattern that already exists. The City may

encourage adherence to flexible residential development as discussed in this plan and anticipated in the new zoning and subdivision ordinance.

*Some existing parcels classified as rural residential have been developed at greater densities. New parcels must meet existing requirements or utilize methods shown below in the Flexile Residential Development Guide.

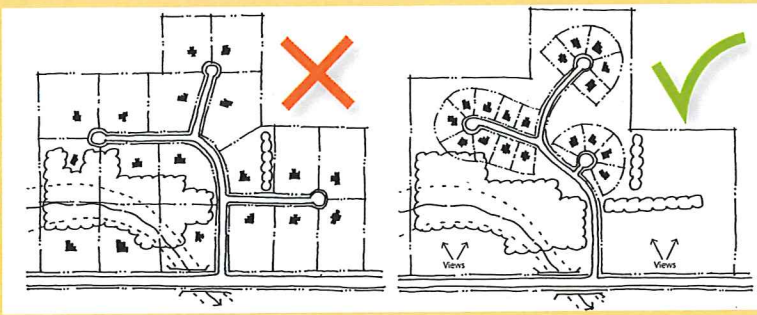
Flexible Residential Development (Source: Metropolitan Council Local Planning Handbook)

The purpose of flexible residential development is to allow communities such as St. Francis with urbanizing edges to allow interim residential development before the extension of services, in a way that does not preclude the opportunity for future development at urban densities to ensure future, cost-effective and efficient regional wastewater treatment services. It also allows for clustering of homes to preserve natural features and ecological functioning of the land, while also accommodating housing.



TRADITIONAL RURAL CLUSTER

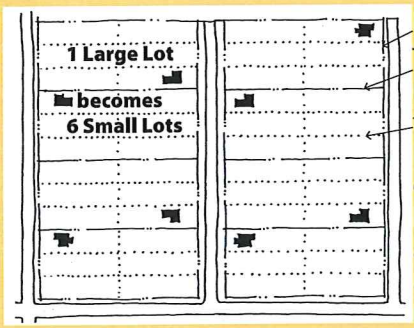
The traditional rural cluster above shows that a mandatory cluster district may allow for a defined, limited number of lot splits within a contiguous rural acreage if certain parameters are met, such as specified lot sizes and frontage on a local street. The above example allows for future subdivision of the residual parcel to allow for urban services. This method of subdivision would need to be tracked by the municipality over time to ensure that sufficient land is preserved to allow for a subdivision layout at acceptable densities and access to allow for future urban services.



RURAL CLUSTER

The first image shows a conventional large-lot rural development which precludes the provision of urban services due to the ineffective lot layout and inefficiency of multiple or long-distance connection points to urban services. This style of large-lot rural development has been does not ensure orderly and economical development in the region.

The second example, of a rural cluster development, preserves high amenity open space for resource protection and recreation, while ensuring a compact lot layout which allows for effective delivery of urban services. Additional urbanized development may be accommodated in the eastern portion of that site as well. The Rural Cluster Development may utilize a communal septic system until such time that urban services become available.



BUILD OUT PLAN/GHOST PLATTING

The Build-Out Plan, or ghost platting, is a method of master planning for future urban densities in rural large-lot subdivisions. The subdivision is organized in a way that will facilitate a transition to higher density at some future date, perhaps through the use of development or service infrastructure triggers. This is often achieved by restricting the location of buildings to avoid obstructions to future utility and roadway easements. Platting for future urban densities is achieved by establishing lines for future splits of large lots into smaller lots and dedication of rights-of-way and easements for future streets, utilities, storm water facilities, etc. This method of subdivision is another front-loading process which preserves land for future urbanization. Oftentimes, the Build-Out Plan may limit the location and size of the residential footprint to more effectively allow for future subdivision of lots.

BUILD THROUGH ACREAGES

Build Through Acreages can allow for development at lower densities while preserving open space for future development through the platting process. A large outlot can be established to allow for future development at densities that can allow for urban service expansion. The outlot may also be encumbered with deed restrictions, covenants, or easements to provide the interim protection of open space and maintain subsequent triggers for development and service delivery.

This method can also be useful in areas in a Rural Residential community designation that may benefit from clustering, but are still undeveloped in the conventional large-lot pattern. In these cases, it may be advisable to preserve land for future residential development if the outlot abuts land within the Council's Long Term Service Area.

Low Density Residential (2.0 – 3.0 units per net acre)

Low Density Residential is by far the largest residential classification in St. Francis. The City intends for residential densities of 2.0 to 3.0 units per net acre in this land use category. The predominant land use in this category is detached single family homes. Projects may utilize Planned Unit Development (PUD) design, with unique environmental features, to support a more flexible design approach. However, the use of PUD will be allowed at the discretion of the City, and the City will rigorously apply the intent and procedural requirements of the City's PUD ordinances.

Within the Low Density Residential category, the City may allow a moderate mix of housing types, provided that net residential densities do not exceed 3.0 units per acre. For PUD design, the City will require substantial architectural enhancements as a minimum component of the amenity package. The City will also expect enhancements to the quality and quantity of open space. A project may also warrant consideration for a PUD if it provides significant attention to natural environmental design details. The City must see these various design elements in order to consider allowing the flexibility of PUD design.

Medium Density Residential (3.0 – 7.0 units per net acre)

The City intends the Medium Density Residential land use for moderately higher densities ranging from 3.0 to 6.0 units per net acre. Housing types in this land use category would typically include lower density attached housing, manufactured housing and higher density single family detached housing units. The Future Land Use Plan sets aside various locations for medium density residential development, scattered within the current Urban service area.

Medium / High Density Residential (7.0 – 12.0 units per net acre)

The Plan sets aside locations for medium to high density residential development, including a variety of single family attached units such as townhomes, rowhomes, duplexes, and similar housing types. Medium to high density residential logically should locate near major transportation routes, including Highway 47, Bridge Street, and Rum River Boulevard as indicated in the Future Land Use Plan.

High Density Residential (12 + units per net acre)

St. Francis intends the High Density Residential land use for higher housing densities ranging from 12.0 to 25 units per net acre. Housing types in this category would include higher density townhome, condominium and apartment developments in stacked or attached configuration. These housing areas are often located along major road corridors and near shopping and employment areas. Also of importance to the location of High Density Residential is proximity to the parks and open space system, employment, goods and services, and transit.

Commercial

The commercial classification includes a wide variety of commercial land use activities that focus on retail goods, services, offices, restaurants, and entertainment. This classification may also include but is not limited to areas for offices and related uses, car dealerships, and auto repair services. Low-intensity commercial uses, such as clinics, child care facilities, and smaller retail uses that cater to convenience shopping are included as well. This land use classification will work to provide for a transition between high-intensity employment and residential districts. The City may allow high-intensity uses in this area, subject to performance guidelines.

Most of the existing commercial lands in St. Francis are located along the Highway 47 and Bridge Street corridors, and the Future Land Use Plan retains these designations. In line with the recommendations of the St. Francis Forward Plan, the Comprehensive Plan calls for the infill development of vacant commercial lands along these corridors. In addition, because utilities would be easily available to serve new development to the north, the Future Land Use Plan calls for commercial uses just to the north of the Highway 47 and Ambassador Blvd intersection.

Business Park / Light Industrial

Land use activities within the Business Park / Light Industrial designation place a special emphasis on job retention and creation. This classification includes both lower- and higher-intensity manufacturing and industrial areas and employment centers. Higher-intensity office, clinical, and business uses are supported to provide an integrated and attractive employment center. Industrial uses may include but are not limited to; warehouses, laboratories, wholesale businesses, and other manufacturing and industrial uses.

The land use plan designates an area to the east of Highway 47 and north of Ambassador Blvd for future industrial or business park development. This location would provide access to the Highway 47 corridor without providing disruption to nearby residential areas.

Park/Open Space

St. Francis intends the parks classification to represent active or passive recreation areas. Some uses are informal recreation areas while others are more formal with groomed fields.

The City intends the open space classification to reflect lands that are either undevelopable or that city intends to not develop, especially along the Rum River. St. Francis wants these areas to be used for passive recreational needs, habitat restoration, or as a preserve.

Public/Institutional

The Public/Institutional classification includes uses such as public schools, fire stations, libraries, water-system facilities, religious institutions, cemeteries, private schools, and other City-used and owned properties.

The City of St. Francis has various opportunities for redevelopment and development within its boundaries given the availability of lands for development, both in the existing portions of the community as well as areas within the municipal utilities service area, in the northern portion of the City limits. With this plan, the City seeks to ensure continued investment and reinvestment in the community while maintaining and enhancing the character of various neighborhoods around the City. The City of St. Francis has identified future land use designations to guide the location and intensity of development and redevelopment.

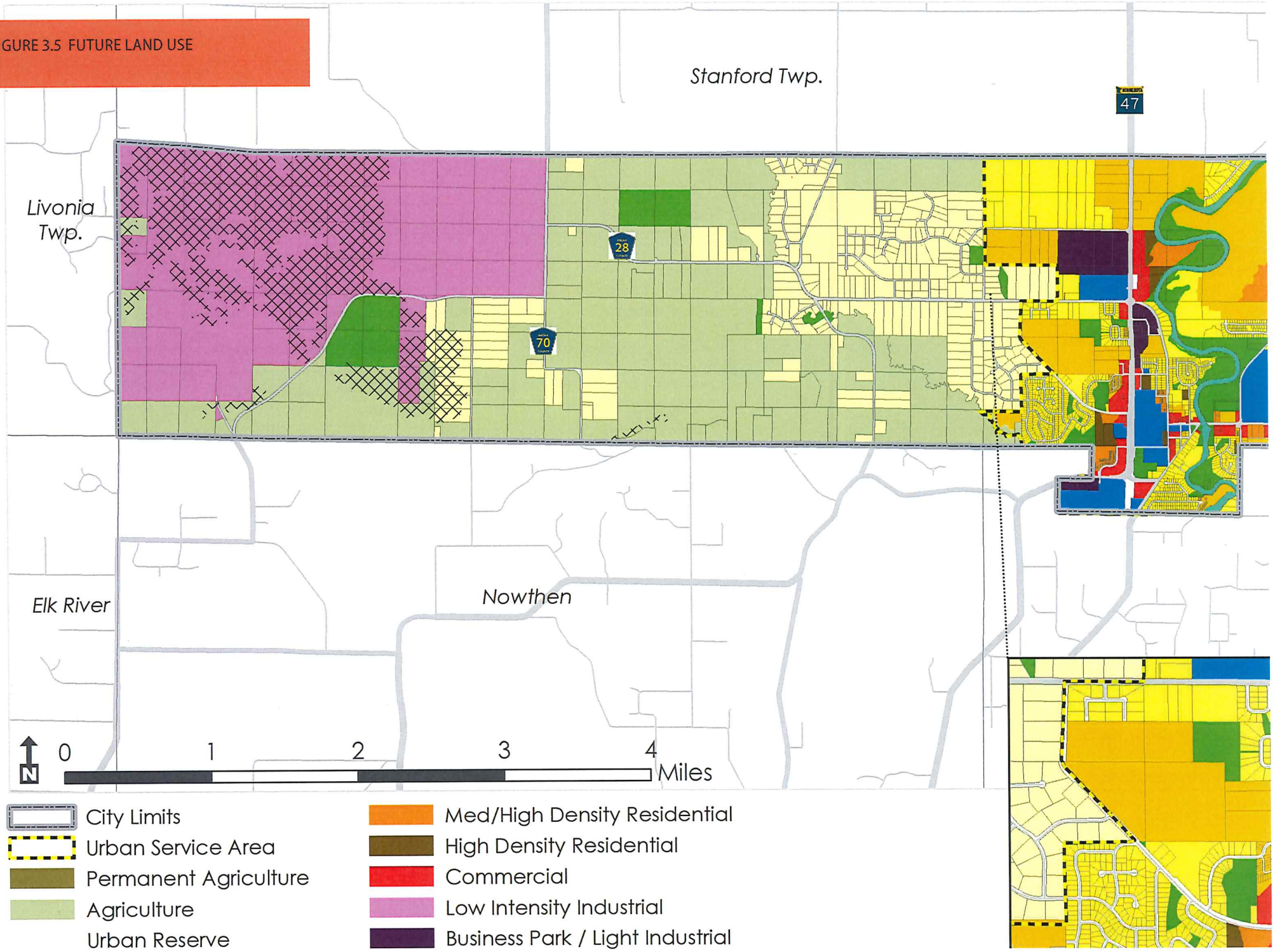
The City has considered a number of factors in determining the future land use designations, including the location of existing development and infrastructure, forecasts of households and employment growth, environmental considerations and constraints, regional growth strategies, the compatibility of land uses with one another, and other community goals. The ultimate outcome of this process is a land use plan that identifies future land uses that serve the needs of the existing community and anticipates the future needs of the community.

The Future Land Use Plan will provide a guide for managing future growth and redevelopment by identifying future land uses and intensity, as well as the identification of areas for recreational uses and environmental protection. The City supports development and redevelopment that can be accommodated wisely and in an orderly fashion, while protecting the natural resources and open spaces that make St. Francis an attractive area. The following table identifies the number of acres expected for each type of land use.

			Total		Serviced		Non-Serviced	
		Density Range	Acres	%	Acres	%	Acres	%
	Agricultural Preserve	<4 du/40 ac	117.7	0.8%			117.7	1.0%
	Agriculture	<4 du/40 ac	4,333.9	28.6%			4,333.9	37.5%
	Urban Reserve	<4 du/40 ac	348.0	2.3%			348.0	3.0%
	Rural Residential		3067.9	20.2%			3067.9	26.5%
	Low Density Residential	2-3 du/ac	1,224.6	8.1%	1,224.6	34.0%		
	Medium Density Residential	3-7 du/ac	814.9	5.3%	814.9	22.3%		
	Medium High Density Residential	7-12 du/ac	113.8	0.8%	113.8	3.2%		
	High Density Residential	12+ du/ac	47.6	0.3%	47.6	1.3%		
	Commercial		135.6	0.9%	135.6	3.8%		
	Low Intensity Industrial		2,480.0	16.4%			2,480.0	21.5%
	Business Park / Light Industrial		135.3	0.9%	135.3	3.8%		
	Park / Open Space		1,295.8	8.5%	449.5	12.4%	846.3	7.3%
	Public / Institutional		363.4	2.4%	360.0	10.0%	3.3	
	Open Water		113.7	0.7%	113.7	3.2%		
	Existing ROW		786.8	5.2%	420.9	11.7%	366.0	3.2%
	Total		15,165.3		3,604.3		11,561.0	

Source: HKGi

FIGURE 3.5 FUTURE LAND USE



The future land use plan for the City of St. Francis accommodates residential land uses at various densities to accommodate and support various life-cycle housing options. The largest residential category is Low Density Residential, at nearly 3,600 acres. The purpose of the Rural Residential classification is to ensure that particular areas of the City are protected for their rural and natural character. This classification primarily includes areas to the east and west of the primary area of development in St. Francis

To further the goal of providing for anticipated population and household growth through 2040, the majority of new growth is anticipated to occur in areas with the most direct access to utility extensions, mainly in areas on either side of Highway 47, to the north, and in an area between the Rum River and Rum River Boulevard, to the north. As outlined in the separate St. Francis Forward document, the City is also guiding redevelopment to existing areas along the Highway 47 and Bridge Street corridors, in order to maximize the efficiency of existing infrastructure facilities in St. Francis.

Future Land Use Capacity

Land being planned for future development is needed to accommodate anticipated growth in the community. Based on densities allowed in the Diversified Rural areas of St. Francis, the community anticipates the serviced areas to be the landing spot for future growth. There are a number of physical constraints to development in St. Francis such as wetlands and floodplains. In addition, Some of the land has been developed already into neighborhoods or at densities that make it unlikely there will be further subdivision.

		Serviced	Developable		Capacity		
	Density Range	Acres	Acres	%	Low	Mid	High
Low Density Residential	2-3 du/ac	1,224.6	379.4	31.0%	758	948	1,138
Medium Density Residential	3-7 du/ac	814.9	470.2	57.7%	1,410	2,351	3,291
Medium High Density Residential	7-12 du/ac	113.8	103.8	91.2%	726	986	1,245
High Density Residential	12+ du/ac	47.6	36.3	76.3%	435	580	726
Total New Households		2202.9	989.9	44.9%	3,329	4,865	6,400
Overall Density of Developable					3.4	4.9	6.5

Source: HKGi

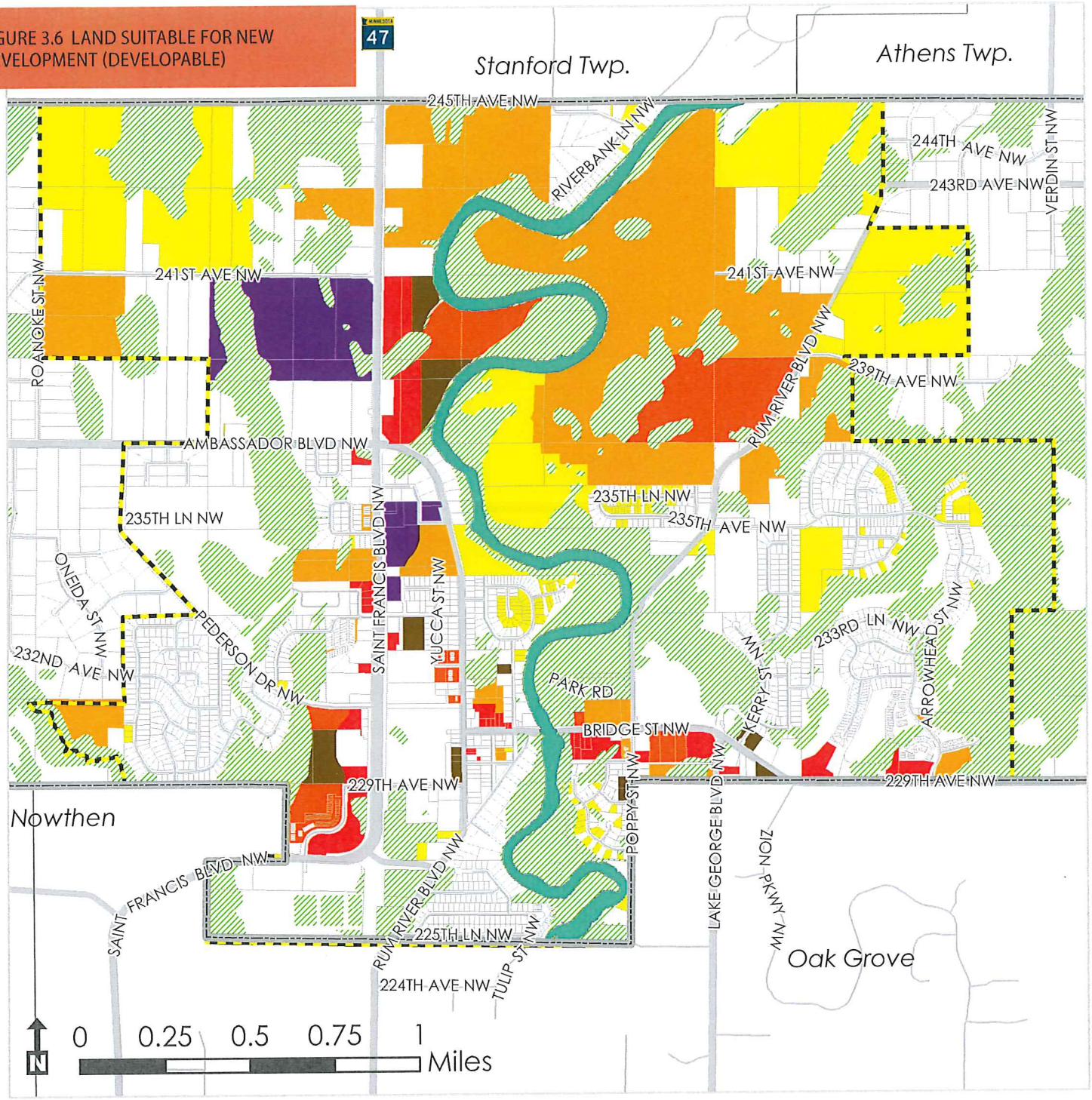
After eliminating constrained land, there is still enough land within the serviced area to accommodate all anticipated residential growth through 2040, even if developed at the minimum densities allowed in each category.

	F.A.R.		Jobs/SF of Bldg		Serviced	Developable		Capacity		
	Low	High	Low	High	Acres	Acres	%	Low	Mid	High
Commercial	.2	.6	1/1,200	1/600	135.6	65.6	47.4%	476	1,270	2,857
Business Park / Light Industrial	.2	.4	1/1,500	1/750	135.3	91.1	67.3%	529	1,058	2,116
Total New Jobs					271.7	156.7	57.7%	1,005	2,328	4,973

Source: HKGi

Commercial and industrial land is also anticipated to accommodate all estimated job growth, assuming some projects develop above the lowest anticipated density.

FIGURE 3.6 LAND SUITABLE FOR NEW DEVELOPMENT (DEVELOPABLE)



- City Limits
- Urban Service Area
- Natural/ Open Space
- Low Density Residential
- Medium Density Residential
- Med/High Density Residential
- High Density Residential
- Commercial
- Business Park / Light Industrial

Phasing

An initial plan for moving forward is illustrated on the opposite page. While it is likely that future growth may not occur exactly as shown, the most important thing is that the City does not get out ahead of itself with the provision of infrastructure. The City will strongly encourage new developments to occur adjacent to existing development and infrastructure, avoiding "leapfrog" development patterns. This is to protect the City's and residents' interests as the ones paying for and putting in the major infrastructure to "open" parcels to development.

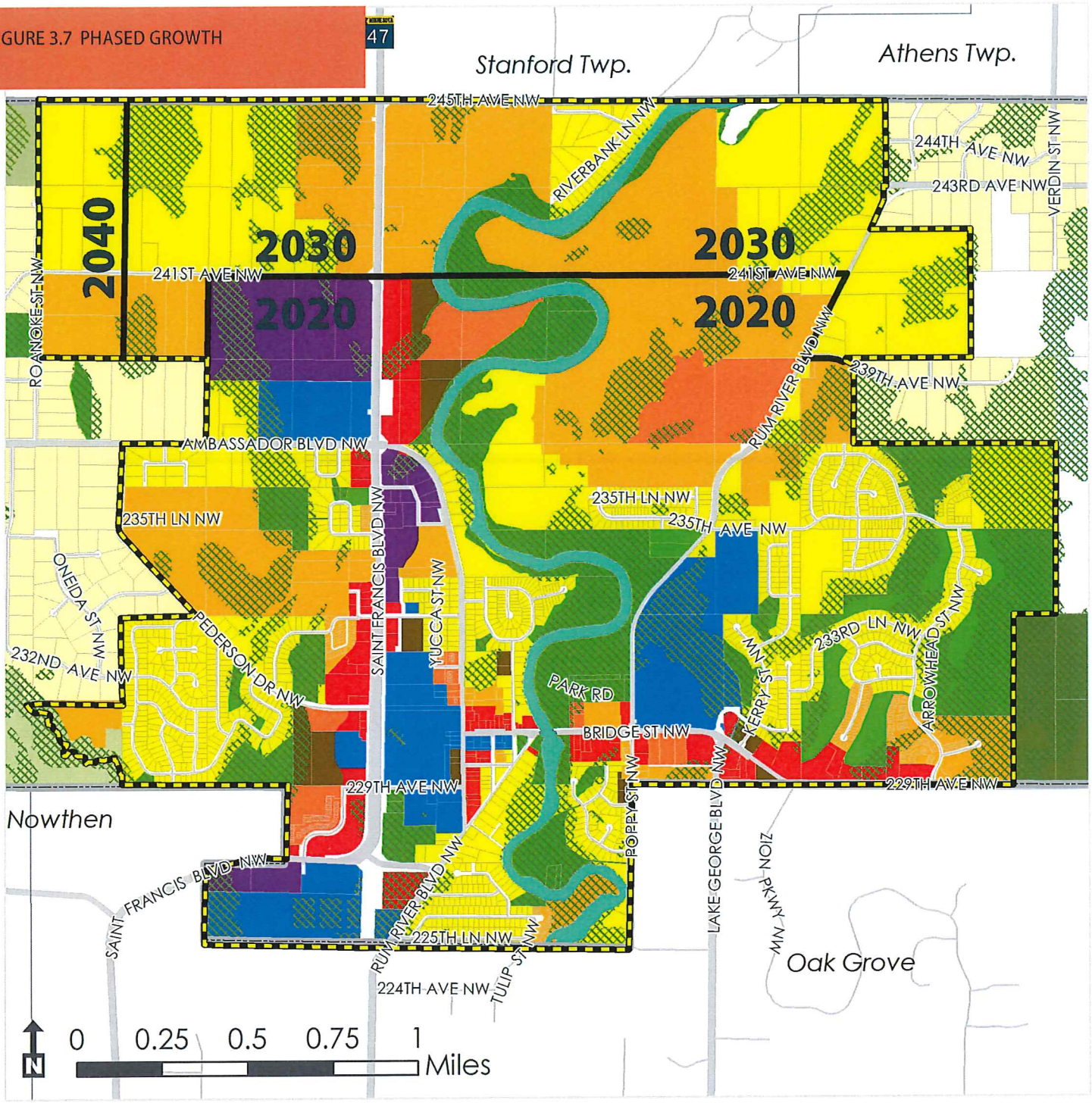
	2020		2030		2040	
Land Use	Developable Acres Added	Capacity based on Min. Density	Developable Acres Added	Capacity based on Min. Density	Developable Acres Added	Capacity based on Min. Density
Low Density Residential (2-3 du/ac.)	116.6	233 Units	194.5	388 Units	68.3	136 Units
Medium Density Residential (3-7 du/ac.)	228.4	685 Units	205.0	614 Units	36.9	110 Units
Med-High Density Residential (7-12 du/ac.)	103.8	726 Units				
High Density Residential (12+ du/ac.)	36.3	435 Units				

	Projected	Capacity	Projected	Capacity	Projected	Capacity
Total New Households	426	2,079	1,000	2,655	1,000	1,901

Commercial	65.6					
Business Park/Light Industrial	91.1					

The City recognizes that the market for commercial and industrial at the corner of Ambassador and Highway 47 may take some time to mature. Services are already to this corner and the decision was made to preserve some of this land for commercial and industrial land uses, as this is a prime location for these uses. Areas south of 241st Ave are able to be serviced within the 2020 time frame if development warrants.

FIGURE 3.7 PHASED GROWTH



- Urban Service Area
- Anticipated Growth Phasing Limits
- City Limits
- Natural/ Open Space
- Permanent Agriculture
- Agriculture
- Urban Reserve
- Rural Residential
- Low Density Residential
- Medium Density Residential
- Med/High Density Residential
- High Density Residential
- Commercial
- Business Park / Light Industrial
- Park/Open Space
- Public/Institutional

Bridge Street and Hwy 47 Redevelopment

In 2016/17 The City of St. Francis prepared a plan to guide development, redevelopment, and infill along Bridge Street and Highway 47, south of the Ambassador Boulevard Intersection. Some of the key focus areas include:

» "Downtown" style redevelopment from the Middle School to the Rum River

» Infill of farmsteads south of the business park

» Continued development of the curve along Highway 47

» Riverfront destination commercial on the Rum River

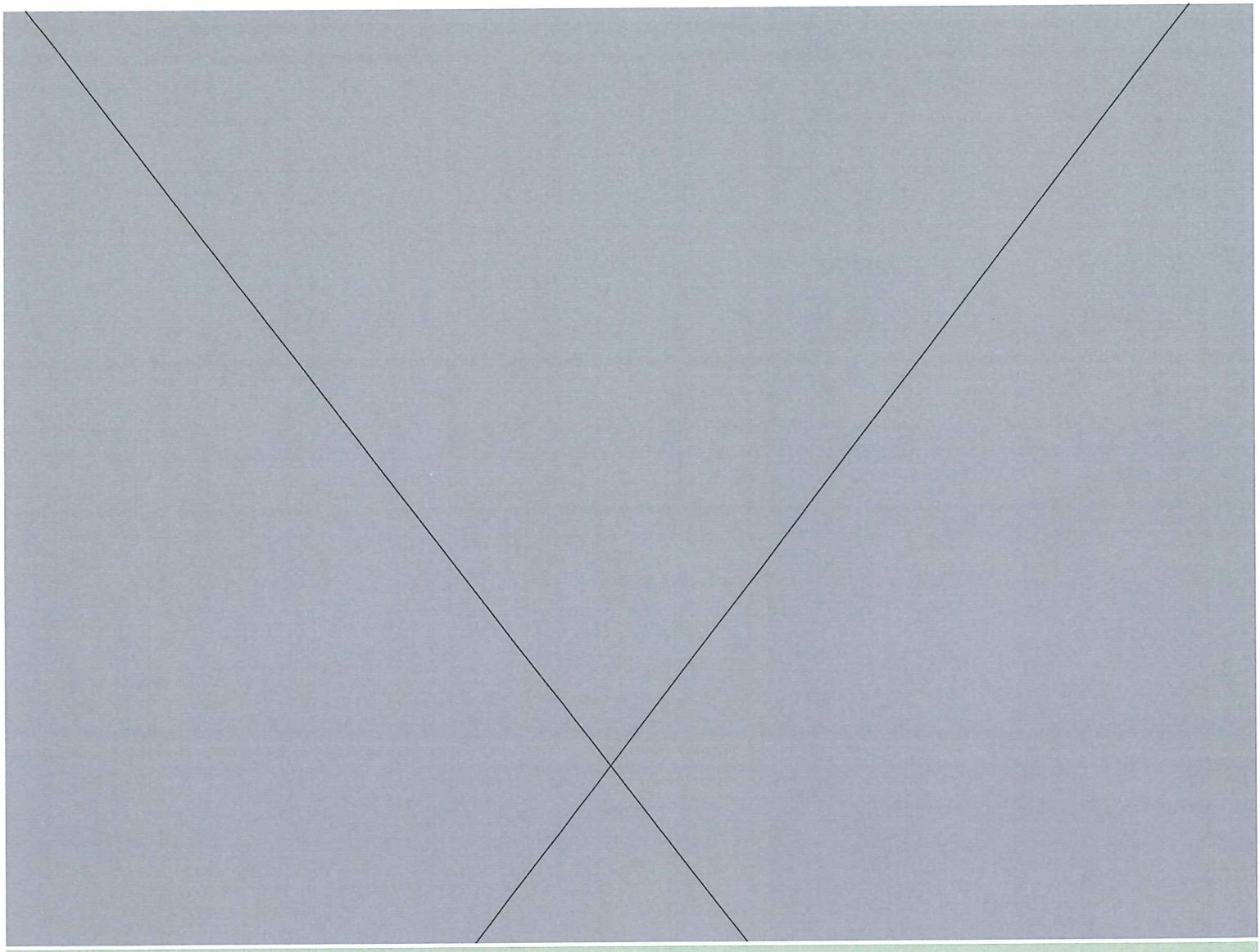
» Housing infill near the High School

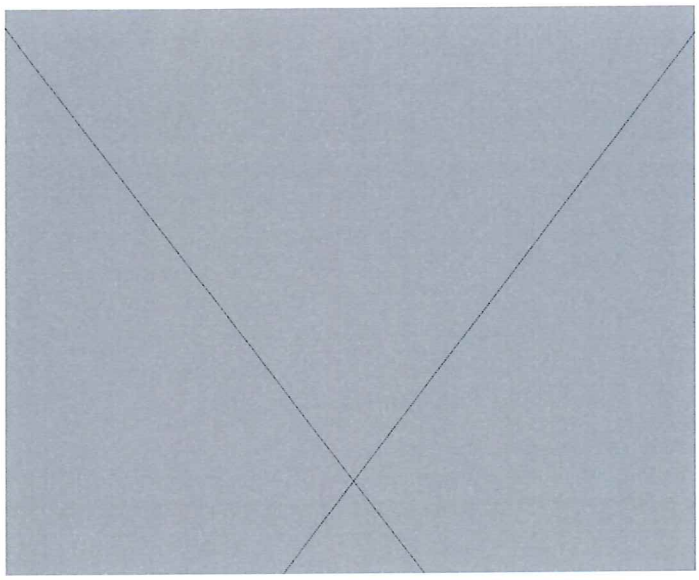
» Long Term redevelopment of the Middle School

- *Currently the Middle School anticipates remaining in place and is reflected as such in the Comprehensive Plan . The study explores capacity and opportunities at the site in case the school relocates.*

These concepts may take on different appearances and be modified as they are developed, but they provide a vision and guidance for what the City will encourage for future development in these areas.

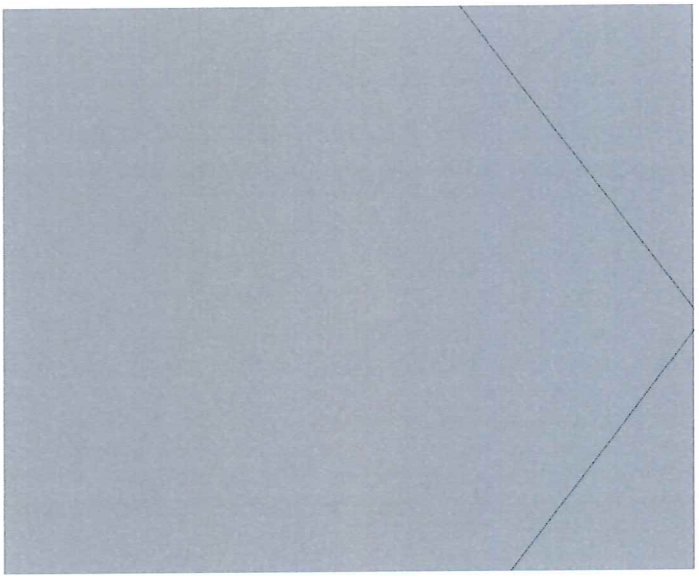
FIGURE 3.8 ST. FRANCIS FORWARD PLAN GRAPHIC





Community Campus

This area reflects an vision to develop an active core area in the City that could include employment, commercial, and civic uses.

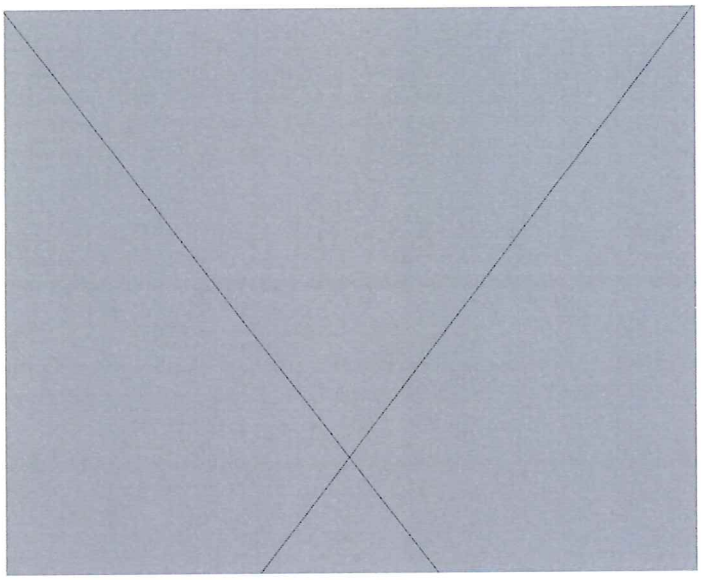


Highway 47 Infill

The area around the curve in Highway 47, as well as some areas to the north, have more of a highway commercial feel with housing generally buffered from the Highway.

Destination Commercial

The Rum River is an important asset to the community and the vision is to support commercial uses that can, with uses on the west side of the river, create a draw to Bridge Street while celebrating the Rum River



Housing

Housing is covered more in depth in the Housing chapter, but plans reflect developing a varied housing stock that allows the City to grow and for community members to stay here throughout life's different stages.

Historic Resources

The Metropolitan Land Planning Act requires that local comprehensive plans include a section on historic preservation. Historic assets promote community pride in St. Francis and connect the city to its past.

It is unknown if there are many intact archaeological resources within the community. However, as the community is committed to protecting its resources, it has and will continue to include assessments of historical and cultural resources as required for redevelopment projects.

The national historic register identifies two historic properties in the city:

The Riverside Hotel (Rum River Inn)
"The Riverside Hotel, constructed ca. 1860, is the only extant commercial building directly associated with St. Francis 1 settlement and subsequent boom period as a lumbering town. Its association with Anoka and St. Francis' founding family, the Woodbury family, is of added significance."

Leathers House
"The H.G. Leathers House is scenically located on a heavily wooded lot overlooking the Rum River. This well-preserved Victorian house is a significant architectural element in the small, rural rivertown of St. Francis." (source: MN Historical Society)

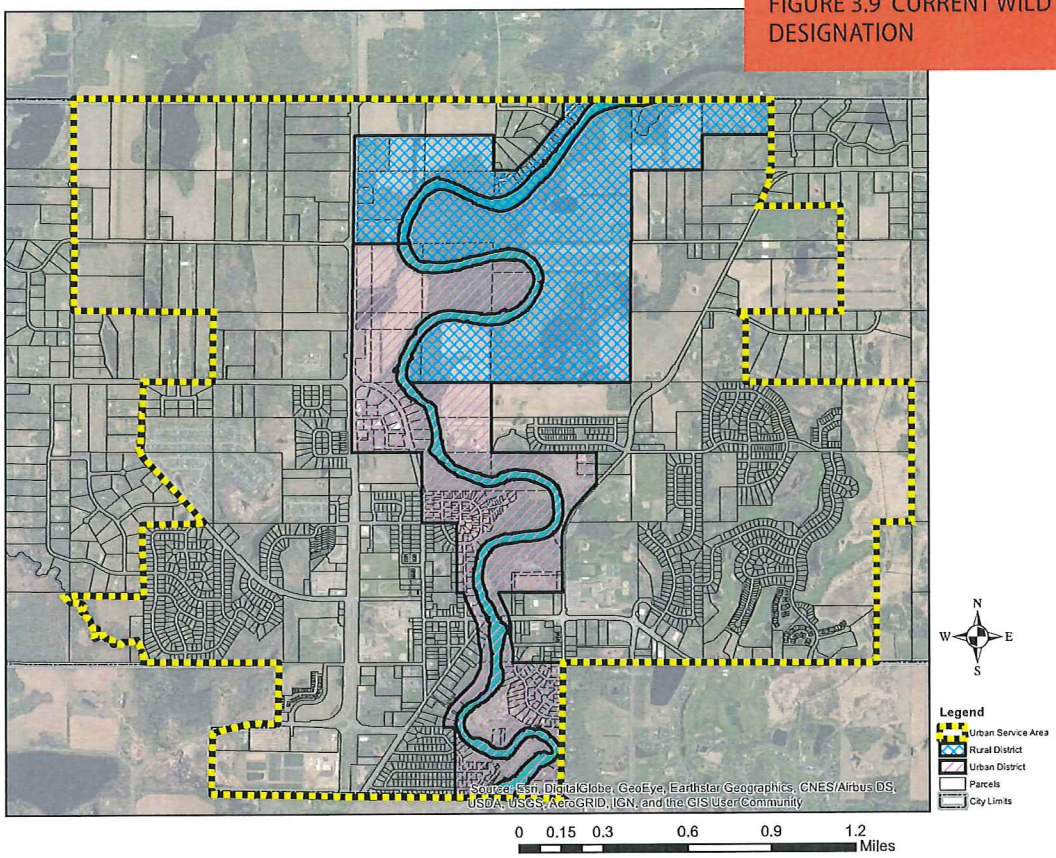
Other structures not listed in the historic register also exist in St. Francis and remind us of the early days of the community

Wild and Scenic River Designation

The Rum River in St. Francis is designated as a wild and scenic river. This designation recognizes the natural beauty of the Rum River. As the City grows, it is important that the City can achieve new growth while also keeping the integrity of the intent of the designation. The City is currently working with the Department of Natural Resources to reach a agreeable approach to helping St. Francis grow in a logical and orderly manner that respects the Rum River as a key asset to both our community and the state as a whole.

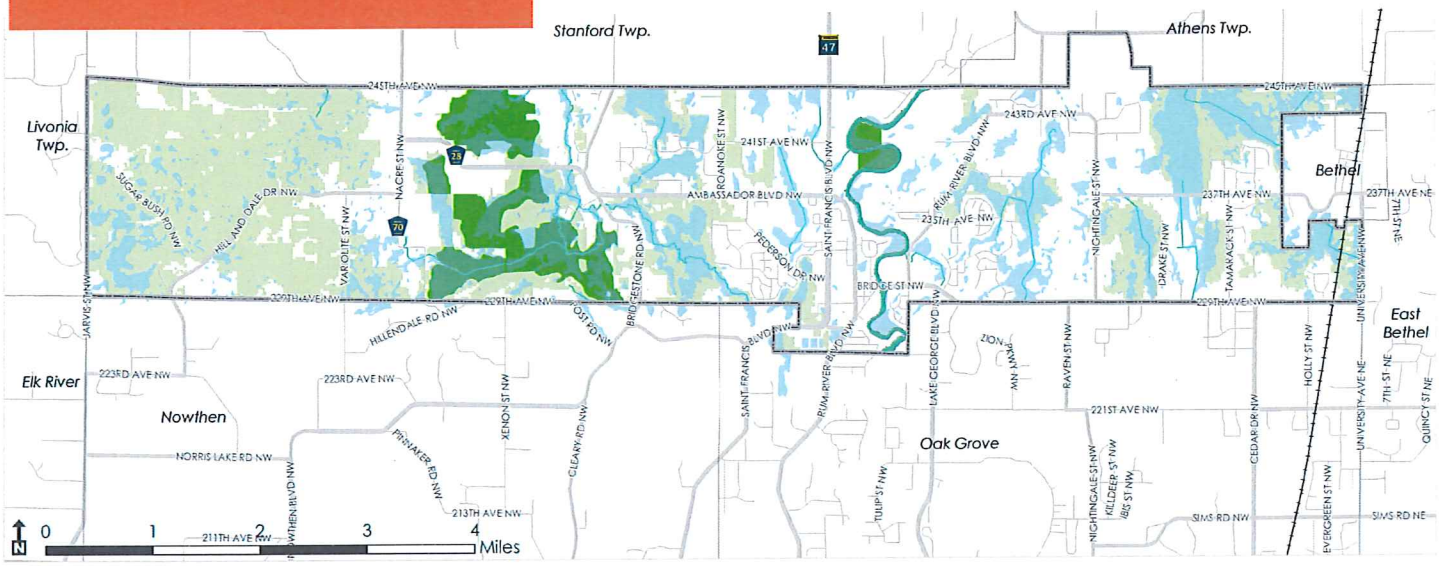
Areas designated as rural 40 years ago with very limited development capacity are now at the growing edge of the City's neighborhoods and the City's services. The City is pursuing a variance to protect the edges of the river visually, while also protecting groundwater and investments in infrastructure by developing at appropriate densities to justify the use of sewer, water, and streets.

FIGURE 3.9 CURRENT WILD AND SCENIC DESIGNATION



City Limits
Aggregate Resources

FIGURE 3.10 NATURAL FEATURES



Natural Resources

The City of St. Francis recognizes the importance of its natural resources. The City was founded based on the power of the Rum River and the cultivation of the land and forests around it. It remains defined by the environment and northwoods landscape that makes up much of the City.

Many people choose to live in St. Francis for the opportunity to live in and next to nature and the peacefulness and recreation they provide. Forests, wetlands, and meadows provide habitat for flora and fauna large and small. Likewise those ecological areas also protect and add an element of resilience to the community, as overflow capacity during floods and mitigating urban heat island effects. The community seeks to protect and preserve this character.

Natural resources in St. Francis range from aesthetic, like the beauty of the Rum River and the quiet of the woods, to the working landscapes of agriculture and forestry.

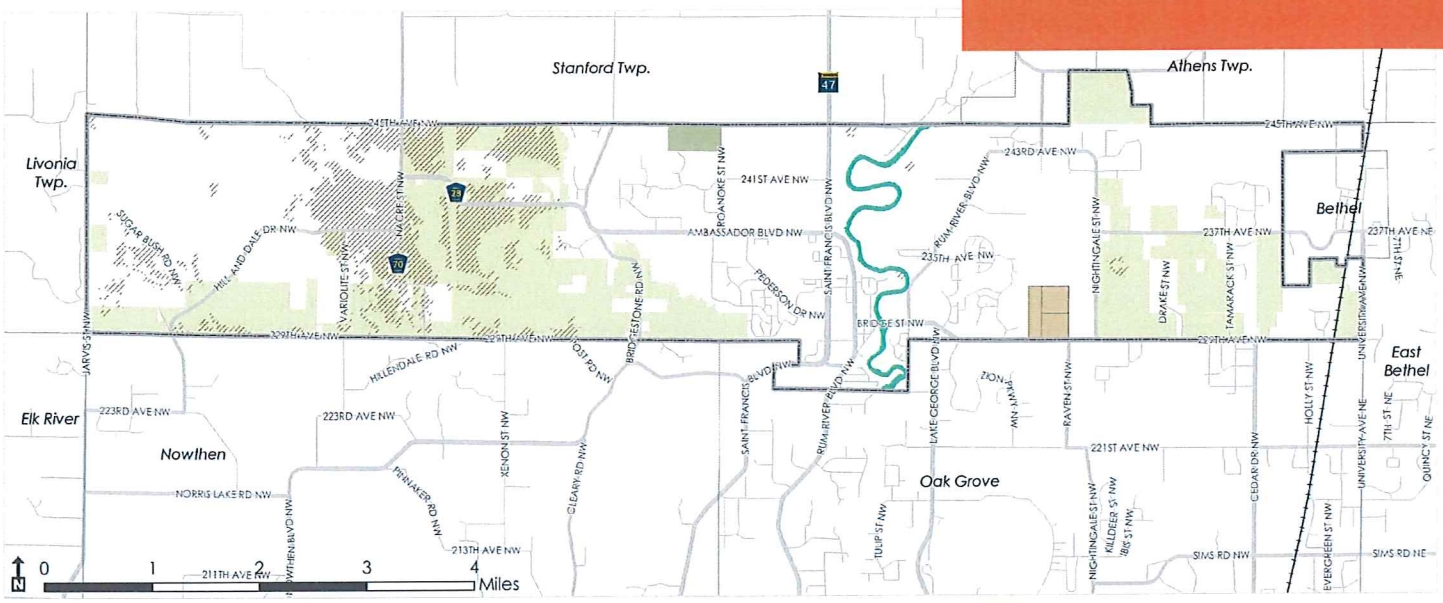
Agricultural Land

Agriculture will continue to play a large role in the community. The land use is discussed above, but it is important to recognize agriculture for its role and potential role with regards to natural resources. Soil quality and the preservation of that soil is paramount to those who make their living growing crops. The future land use map keeps lands with prime agricultural soils in agriculture.

Agricultural inputs such as fertilizers and pesticides, and byproducts, such as animal waste can also affect waterways that run through or next to farmland. The state has developed regulations and incentives for the protection of water and the City will continue support the protection of this natural resource.

The City also recognizes the value of local food. To the extent possible, St. Francis should support and showcase local offerings such as meat, honey, and crops.

FIGURE 3.11 AGRICULTURAL RESOURCES

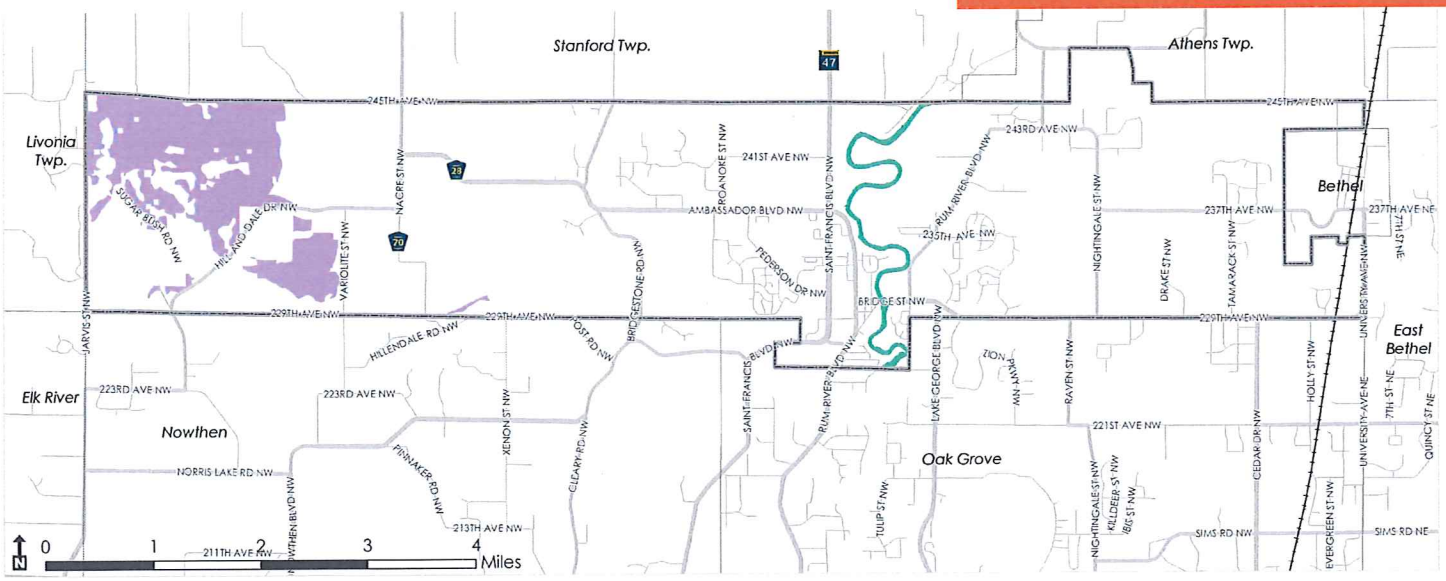


City Limits
Agricultural Preserves
Prime Agricultural Soils
Planned Land Use
Permanent Agriculture
Agriculture

Aggregate Resources

Aggregate resources are found on the west end of the city. Development patterns will allow for the long term protection and potential extraction well before any distant future urbanization.

FIGURE 3.12 AGGREGATE RESOURCES



Solar Resources

Much like other "working" resources in the community, St. Francis can utilize the sun to generate energy through solar power. Collection of solar energy requires protection of a solar collector's skyspace. Solar skyspace is the portion of the sky that must be free of intervening trees or structures for a collector to receive unobstructed sunlight." According to the Minnesota Energy Agency, "simple flatplate collectors have the potential to supply one-half of Minnesota's space heating, cooling, water heating and low-temperature industrial process heat requirements."

As the zoning and subdivision ordinances are updated, the City will review current policy and make efforts to protect solar access with the updated ordinances.

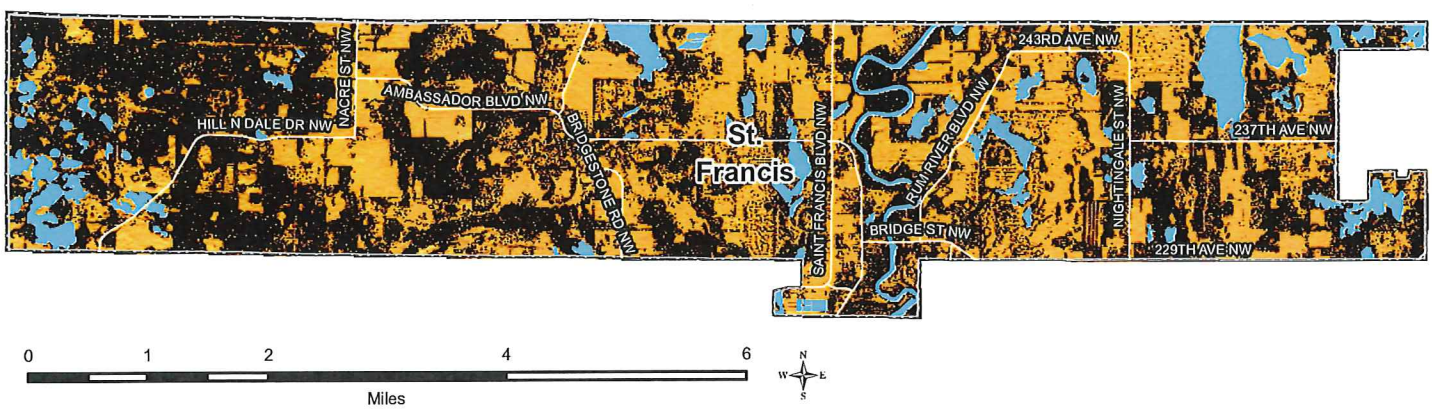
The City will also explore the potential for utilization of solar and other renewable energy systems on new public buildings.

The values represented in the map and table represent the gross solar potential and gross solar rooftop potential were calculated by the Metropolitan Council. These potentials are expressed in megawatt hours per year (Mwh/yr), and represent gross totals. In other words, these calculations do not demonstrate the amount of solar likely to develop in St. Francis; instead the calculations estimate the total potential resource.

	Community (Mwh/yr)	Rooftop (Mwh/yr)
Gross Potential	30,898,317	437,554
Potential Generation (10%)	3,089,831	43,755

Source: Metropolitan Council

FIGURE 3.13 SOLAR RESOURCES



Source: University of Minnesota U-Spatial Statewide Solar Raster.

Gross Solar Potential (Watt-hours per Year)

High : 1267274

Low : 900001

Solar Potential under 900,000 watt-hours per year

Minnesota Statutes Section require that local governments in the Metropolitan Area include an element for protection and development of access to direct sunlight for solar energy systems in the Comprehensive Plan. The rationale for including a solar access protection element in the Comprehensive Plan is to assure the availability of direct sunlight to solar energy systems. According to the Metropolitan Council, "a major share of energy consumed in Minnesota is used for purposes that solar energy could well serve such as space heating and cooling, domestic hot water heating and low-temperature industrial processes.

Goals and Policies

GOAL 1: ST. FRANCIS WILL MAINTAIN A HEALTHY BALANCE BETWEEN RESIDENTIAL, COMMERCIAL, BUSINESS PARK / OFFICE, AND PARK / OPEN SPACE LAND USES

Policy 1.1: Promote industrial and office development and redevelopment to build the tax base and generate revenues sufficient to support residential development.

Policy 1.2: As outlined in the St. Francis Forward document, support the reinvigoration and development of the city's existing commercial areas along Highway 47 and Bridge Street.

Policy 1.3: As outlined in the St. Francis Forward document, support the redevelopment of various areas along Bridge Street and near Highway 47 into housing in order to build the residential base in St. Francis and stimulate additional demand for retailers and businesses in the community.

Policy 1.4: Preserve open space and park areas, as outlined in the Future Land Use Map, to protect sensitive natural areas and enhance wildlife habitats.

Policy 1.5: Encourage the provision of new housing options as part of higher density developments, especially when designed with connections to community parks and employment centers, and with dining, shopping, and other services located within close proximity.

Policy 1.6: Encourage the increased and ongoing diversification of housing options in St. Francis to meet lifecycle housing needs, which will enable residents to stay in the community as their housing needs change and will attract new residents from a wider range of ages to move to St. Francis.

GOAL 2: FUTURE DEVELOPMENT WILL INCORPORATE APPROPRIATE DENSITY / INTENSITY LEVELS AND DESIGN TO SUPPORT INCREASED HOUSING OPTIONS, THE VIABILITY OF NEIGHBORHOOD COMMERCIAL, AND LONG-TERM NEIGHBORHOOD SUSTAINABILITY

Policy 2.1: Ensure that the density / intensity of development will be compatible with the general characteristics of the surrounding area in which development is located. Changes in density / intensity may be supported when they enhance the viability, character and livability of the area.

Policy 2.2: Add development review guidelines that promote connectivity, crime prevention through design, and healthy living components as part of the general development review process.

GOAL 3: THE PHYSICAL CHARACTER AND IDENTITY OF ST. FRANCIS IS ENHANCED THROUGH PROPERTY MAINTENANCE, REDEVELOPMENT, AND NEW DEVELOPMENT

Policy 3.1: Define ways the City can assist in the financing, redevelopment and maintenance of aging housing, parks, business and industrial areas.

Policy 3.2: Improve community appearance and promote a stronger tax base through the maintenance, enforcement and regular review of development and performance standards to accomplish higher levels of aesthetics and to ensure durable, quality development while providing flexibility to the property owners.

Policy 3.3: Achieve appropriate transitions between different types of land uses and / or development densities / intensities to ensure new development is compatible with existing areas, by utilizing design standards, landscape buffers / screening, and land use transitions, and by encouraging high-quality design.

Policy 3.4: Preserve and maintain natural, recreational, historical and cultural landmarks that are unique and essential to the identity of St. Francis.

Policy 3.5: Enhance the aesthetic character of the city's primary gateways, major roadway corridors, and community commercial areas to increase community identity and a sense of place by establishing design standards emphasizing the use of high quality building materials, coordinated signage, site lighting and landscaping to complement adjacent uses.

Policy 3.6: Ensure that the location, size, number and appearance of signage throughout St. Francis is appropriately regulated.

Policy 3.7: Provide cultural amenities throughout St. Francis by incorporating them into public facilities / projects, such as city identity monuments at key city entrances, as well as encouraging development of cultural amenities by the private sector.

GOAL 4: NEW DEVELOPMENT AND REDEVELOPMENT PROJECTS WILL INCORPORATE CREATIVE SITE DESIGN

Policy 4.1: Preserve and incorporate outstanding natural (such as woodlands, steep slopes, wetlands), cultural, historical and unique features as part of development projects.

Policy 4.2: Provide pedestrian and bike connectivity to parks, employment areas, businesses/services, and neighborhood institutional uses such as schools and churches.

Policy 4.3: Create neighborhood identity and/or unique features that are representative of St. Francis.

Policy 4.4: Provide for flexibility in land use and design within Planned Unit Developments.

GOAL 5: NEW DEVELOPMENT AND REDEVELOPMENT WILL INCORPORATE SUSTAINABLE SITE DESIGN AND CONSTRUCTION TECHNIQUES THAT PROMOTE ENERGY CONSERVATION, THE RECYCLING OF MATERIALS, AND THE CLEANUP OF POLLUTED SITES.

Policy 5.1: Promote the use of green / sustainable construction practices for public and private sector projects.

Policy 5.2: Encourage developers and home owners to develop and remodel utilizing green / sustainable practices, to decrease environmental impacts and increase energy efficiency.

Policy 5.3: Protect environmentally sensitive features through preservation, best management practices, and green / sustainable design and construction techniques.

Policy 5.4: Promote the efficient use of existing and new energy resources, such as solar access in municipal, commercial and residential developments.

Policy 5.5: Reduce the size of impervious surfaces by working with land owners to provide appropriate levels to meet user demand, but not an oversupply of parking.

GOAL 6: ST. FRANCIS WILL PROTECT HISTORIC AND ENVIRONMENTAL RESOURCES AS REQUIRED BY STATE STATUTES

Policy 6.1: Support the preservation of historic sites by private parties, by directing interested parties to existing resources at the local, state and federal levels.

Policy 6.2: Protect access to direct sunlight for solar energy systems.

Policy 6.3: Allow the use of wind power as an energy resource.

Land Use Action Items

✓	DESCRIPTION	RESPONSIBLE ENTITIES	TIMING
	Update the City's Zoning and Subdivision Ordinances to be consistent with the Comprehensive Plan	City of St. Francis	Short
	Implement the St. Francis Forward (re)Development Plan	City of St. Francis	Ongoing
	Continue to pursue a connection from Bridge Street to Highway 47	City of St. Francis	Med/Long
	Prepare marketing materials to promote the development of redevelopment properties in St. Francis	City of St. Francis, Developers	Short
	Prepare a package of incentives or tools the City is prepared to offer to prospective developers	City of St. Francis	Short
	Issue RFPs for development of identified sites	City of St. Francis	Short/Med
	Continue to meet and work with the School District to identify and pursue shared goals and visions related to growth and land use	City of St. Francis, St. Francis School District	Ongoing
	Evaluate upcoming developments and review the City's role in responsibly providing infrastructure to support growth while protecting the investments the City is making	City of St. Francis	Ongoing
	Complete a formal set of Design Guidelines to support private sector development as well as public sector improvements in the City	City of St. Francis	Short/Med

FULL

2040 COMPREHENSIVE PLAN DRAFT

FEBRUARY 20, 2019

AVAILABLE ONLINE AT

https://www.stfrancismn.org/commdev/page/2040-comprehensive-plan

City of St. Francis

PLANNING COMMISSION
AGENDA REPORT
Agenda Item #8b

TO: Planning Commission

FROM: Kate Thunstrom, Community Development Director

SUBJECT: General Parking, Loading and Access Requirements

DATE: February 20, 2019

OVERVIEW

Over the past 24 months staff and engineering has worked with several land owners regarding driveways and existing driveway standards. It has come to our attention that the codes are not clearly representing what is needed or required. Driveways within the urban area are typically designed based on development standards. Driveways within the rural areas and at lengths over 600 feet are creating difficulties in enforcement and issues with emergency service needs. In working with City Engineer the following updates have been made to provide clarity in the expectation of the City driveway requirements

ITEMS TO BE DICUSSED:

Staff is proposing changes to the General Parking, Loading and Access Requirements code as identified on the attached.

ATTACHMENTS:

City Code 10-19 General Parking, Loading and Access Requirements

SECTION 19. - GENERAL PARKING, LOADING, AND ACCESS REQUIREMENTS

10-19-1. - Purpose.

The regulation of off-street parking spaces, loading areas, and site access is to alleviate or prevent congestion of the public rights-of-way and to promote the safety and general welfare of the public, by establishing minimum requirements for off-street parking and loading areas for motor vehicles in accordance with the intensity of utilization of various parcels of land or structures.

10-19-2. - Application of off-street parking regulations.

The regulations and requirements set forth in this Chapter shall apply to the required and non-required off-street parking facilities in all use districts.

10-19-3. - General provisions.

A. *Site Plan Requirements.* All applications for a building permit or a certificate of occupancy in all zoning districts shall be accompanied by a site plan, indicating the location and number of off-street parking and loading spaces, meeting the requirements set forth in this Chapter.

B. Permit Required – All proposed driveway, street, and private drive connections to a City street shall require a permit.

C. Combined with Other Permits – Sites that receive subdivision approval or site plan approval, and for which the proposed driveway or street connection was clearly depicted in the approved plans, shall not require a separate permit.

D. *Permits Prior to Effective Date.* Structures or uses for which a building permit has been issued prior to the effective date of this Ordinance shall be exempt from the parking requirements in this Ordinance if the structure is completed within six (6) months after the effective date of this Ordinance.

~~C~~E. *Reduction of Existing Off-Street Parking Space.* Off-street parking spaces and loading spaces existing upon the effective date of this Ordinance shall not be reduced in number unless the number exceeds the requirements set forth herein for a similar new use.

~~D~~F. *Change of Use or Occupancy of Land.* No change of use or occupancy of land already dedicated to a parking area, parking spaces, or loading spaces shall be made, nor shall any sale of land, division or subdivision of land be made which reduces area necessary for parking, parking stalls, or parking requirements below the minimum prescribed by this Ordinance.

~~E~~G. *Change of Use or Occupancy of Buildings.* Any change of use or occupancy of any building or buildings including additions thereto requiring more parking area shall not be permitted until additional parking spaces are provided as required by this ordinance.

~~F~~H. *Off-Site Parking Facilities.* When required accessory off-street parking facilities are provided elsewhere than on the lot in which the principal use served is located, they shall be in the same ownership or control, either by deed or long-term lease, as the property occupied by such principal use.

~~G~~I. *Use of Parking Area.* All parking lot designs shall be well planned to minimize conflicts between vehicular and pedestrian traffic. Required off-street parking spaces in any district shall not be utilized for vehicle repair, open storage, stockpiling of snow, debris, materials, goods or for the storage of vehicles which are inoperable or for sale or for lease. Parking spaces for the disabled shall comply with current state requirements.

~~H~~J. *Computation of Required Spaces.* In computing the number of parking or loading spaces required the following rules shall govern:

1. The term "floor area" for the purpose of calculating the number of off-street parking spaces shall be the net usable floor area of the various floors, exclusive of hallways, utility space, restrooms, window show cases, and ornamental space not used for assembly.
2. Where fractional spaces result, the parking spaces required shall be construed to be the nearest whole number.
3. The parking space requirement for a use not specifically mentioned herein shall be the same as required for a similar use as determined by the Zoning Administrator.
4. When computing total number of parking spaces required for a use, individual activities within the use will be calculated separately and added together to arrive at the total required parking spaces for each specific use proposed.

~~I~~K. *Disability Accessible Parking.* Disability parking and associated signage shall be provided per the applicable State or Federal standards, whichever is more restrictive.

(Ord. 153, SS, 5-8-2011)

10-19-4. - Performance standards.

All off-street parking facilities shall comply with the following dimensional standards:

A. *Drive Aisles/Parking Lots/Stall Dimensions.*

Angle	Minimum Stall Dimensions	Minimum Parking Lot Drive Aisle Width
90 Degree	9 x 19	24 feet (two-way traffic)
60 Degree	9 x 19	18 feet (one-way traffic)
Parallel	8 x 22	24 feet (two-way traffic)

B. *Drive~~way~~ and Private Street Requirements.*

1. Two-way traffic: The minimum drive width for two-way traffic shall be ~~T~~twenty-four (24) feet.
2. One-way traffic: The minimum drive width for one-way traffic shall be ~~T~~twenty (20) feet minimum if necessary for fire truck access.
3. Drive-up window lanes: The minimum drive width for drive-up window lanes shall be ~~F~~fourteen (14) feet ~~if fire truck access required~~.
4. ~~All lots or parcels shall have direct adequate physical access for emergency vehicles along the frontage of the lot or parcel from either an existing dedicated public roadway, or an existing private roadway approved by the City.~~
5. ~~Bituminous, concrete, pavers, or other similarly surfaced driveways on paved roadways shall extend to and adjoin the existing paved surface. Driveways constructed along roads that are constructed as a rural section street shall meet the rural driveway standard set forth in the City's Development Standards.~~

6. ~~Driveways of any type surface shall maintain at least a three-foot side yard adjacent property lines in residential districts.~~ Driveways that service commercial and industrial uses may extend to the side property line with approval by the adjacent land owner.

7. ~~No residential driveway shall exceed twenty-four (24) feet in width at the point where it adjoins the street. The driveway shall not exceed a width of twenty-four (24) feet for a distance of at least five (5) feet behind the street, at which point the driveway may exceed twenty-four (24) feet in width.~~

8. ~~Two single family residences may share a driveway provided both parcels have adequate frontage, easements are recorded, both property owners agree to maintenance and dissolution agreements, and the driveway meets the minimum fire and safety standards. No more than two single family residences may share a driveway. For the purposes of setbacks, the two parcels shall be counted as one, while the agreement is in effect.~~

9. ~~No residential driveway access shall be allowed onto a designated collector or arterial street, unless the Planning and Zoning Commission finds that no other practical alternative exists and the Council approves said access.~~

10. No driveway shall obstruct drainage utility access, or impair public safety. When necessary, the lot owner shall install a culvert of adequate size and type, as determined by the City Engineer.

11. ~~All driveways in the Urban Service Area that are constructed after the effective date of this Chapter shall be constructed with bituminous, concrete, pavers, or other similar surface. (Ord 153, SS, 5-8-11)~~

12. ~~Driveways shall not have a slope of greater than ten (10) percent.~~

13. ~~Driveways in the Rural Service Area shall be of a design that will provide reasonable access for emergency service vehicles and meet all fire and public safety standards. At a minimum, the driveway shall have at least a 10 foot driving surface, with a driveway base that is suitable to support the City's largest piece of fire fighting apparatus. Obstructions adjacent to and directly over the driveway, including but not limited to; tree branches, shrubs, landscaping materials, etc. shall be removed.~~

14. ~~All new or relocated driveways shall require a permit prior to construction. Driveways located on City streets shall obtain a permit from the City of St. Francis. Driveways located on State Highway 47 shall obtain a permit from MnDOT and driveways located on a County Road shall obtain a permit from the Anoka County Highway Department.~~

15. ~~The property owner shall be responsible for the maintenance in safe condition of all driveways leading to his or her property, including the portions of sidewalks used as part of said driveways.~~

16. ~~The center island separating townhome driveways shall be landscaped with hardy shrubs.~~

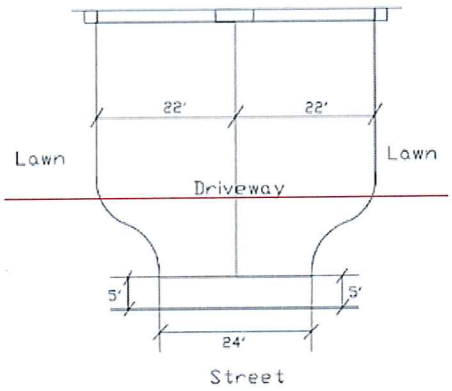
17. ~~The center island separating townhome driveways shall not be used for snow storage.~~

18. ~~The property owners of the townhomes shall share maintenance responsibilities of the center island.~~

19. ~~In lieu of two separate townhome driveways, one shared driveway may be utilized subject to the following conditions:~~

~~a. The shared driveway shall not exceed twenty-four (24) feet in width at the point it adjoins the street.~~

~~b. Townhome driveways shall be required and maintained by a property owner association.~~



20. ~~Town homes and multi-family dwellings under the ownership and/or control of a property owner association shall be maintained, repaired, and replaced under the cost of property owner association. Said association shall maintain a capital improvement program for the driveways under its ownership.~~

21. ~~In the Rural Residential and Marginal Land PUD Districts, primary driveways that lead to the principle structure or primary garage shall be paved with a bituminous, concrete, paver, or similar surface. Secondary driveways shall be paved in a similar manner from the edge of the constructed public roadway to the property line, at minimum. All other rural driveway standards shall be met. The City Engineer may waive this requirement in cases where the adjacent public roadway is not paved.~~

C. *Private Street Standards.* All private streets intended to service Commercial, Industrial, Institutional, and Multi-family Projects shall be constructed in accordance to the City's Public Street Standard, including but not limited to; street width, curb and gutter, intersection standards, pavement section and design standard.

(Ord. 153, SS, 5-8-2011)

10-19-5. - Joint parking requirements.

Required parking facilities serving two (2) or more uses may be located on the same lot or in the same structure, except in residentially zoned districts, provided that the total number of parking spaces furnished shall be not less than the sum total of the separate requirements for each use during any peak hour parking period when the parking facility is used at the same time by two (2) or more uses. Conditions required for joint uses are:

A. The proposed joint parking space is within five hundred (500) feet of the use it will serve.

B. The applicant shall demonstrate that there is not substantial conflict in the principal operating hours of the two (2) or more buildings or uses for which joint use of off-street parking facilities is proposed.

C. A properly drawn legal instrument executed by the parties concerned for joint use of off-street parking facilities shall be filed as a deed restriction on both properties in the recorder's office of Anoka County.

10-19-6. - Off-site parking.

A. Any off-site parking which is used to meet the requirements of this Ordinance may, as applicable, be allowed by a conditional use permit for long term off-site parking facilities as regulated under the provisions of Chapter 6 of this Ordinance, or an interim use permit for short term temporary off-site parking facilities as regulated under the provisions of Chapter 7 of this Ordinance, and shall be subject to the conditions listed below.

B. Off-site parking shall be developed and maintained in compliance with all requirements and standards of this Ordinance.

C. Reasonable access from off-site parking facilities to the use being served shall be provided.

D. Except as provided by this Ordinance, the site used for meeting the off-street parking requirements shall be under the same ownership as the principal use being served or under public ownership.

E. Off-site parking for multiple-family dwellings shall not be located more than two hundred fifty (250) feet from any normally used entrance of the principal use served.

F. Off-site parking for non-residential uses shall not be located more than five hundred (500) feet from the main public entrance of the principal use being served. Off-site parking located more than five hundred (500) feet from the main entrance may be allowed with the provision of a private shuttle service.

G. Any use which depends upon off-site parking to meet the requirements of this Ordinance shall maintain ownership and parking utilization of the off-site location until such time as on-site parking is provided or a site in closer proximity to the principal use is acquired and developed for parking.

10-19-7. - Proof of parking requirements.

The City may allow reductions in the number of required parking spaces to be installed under one (1) or more of the following circumstances via a conditional use permit:

A. The unique characteristics of the proposed use are such that it will generate a need for less parking than the Ordinance standard; or

B. All requests for reductions in the amount of required parking to be installed shall be accompanied by a plan showing where the total required parking spaces can be added on the lot, if necessary, up to the total amount required by this Ordinance, (meeting green area requirements) without requiring a variance.

(Ord. 153, SS, 5-8-2011)

10-19-8. - Design and maintenance of off-street parking.

A. *Curb Cuts and Property Access Points.*

1. ~~*Width.* No driveway curb cut access within the public right-of-way shall exceed twenty-four (24) feet.~~

2. *Number Allowed.* ~~Residential lots within the Urban Service Area shall be limited to no more than one driveway access on to a public street. Residential lots within the Rural Service Area may have two driveway accesses, provided the driveways have at least a one hundred (100) foot separation and the second driveway is intended to service an accessory structure. Both driveways shall have culverts meeting City Code requirements.~~ Lots developed for Commercial, Industrial, Multi-family and/or Public Institutional uses may be permitted multiple driveways onto a public street ~~after~~ subject to review and approval by the City Engineer.

3. ~~*Setbacks.* Curb cuts may not be placed closer than three (3) feet to any side or rear lot line.~~

4. *County/State Roads.* Curb cuts onto County/State roads shall require review by the County/State Engineer. The County/State Engineer shall determine the appropriate location, size, and design of such access drives and may limit the number of access drives in the interest of public safety and efficient traffic flow.

5. ~~*Sensitive Areas.* Curb cuts to principal structures which traverse wooded, steep, or open field areas shall be constructed and maintained to a width and base material depth sufficient to support access by emergency vehicles as determined by the City Engineer.~~

B. *Signs.* Signs shall not be located in a required parking area except as necessary for disability accessibility and for the orderly operation of traffic movement. Such signs shall not be a part of the permitted advertising space.

C. *Curbing.* Except for single, two family and townhouses, all open off-street parking shall have a perimeter concrete curb barrier around the entire parking lot. Said curb barrier shall be set back a minimum of five (5) feet from any property line.

D. *Striping.* Except for single, two family and townhouses, all parking stalls shall be marked with white or yellow painted lines not less than four (4) inches wide.

E. *Surfacing.*

1. All commercial, industrial, and institutional parking spaces and driveways shall be surfaced with concrete, bituminous, or pavers in all zoning districts and shall meet a 9-ton design. Other materials such as decorative rock, gravel, sand, or bare soil are prohibited.

2. All parking areas and driveways shall be maintained in a safe and proper manner. The owner shall not allow weeds or surface materials to become deteriorated.

3. Limited use event or overflow parking areas and related drives for athletic fields may be permitted with a gravel surface when in receipt of a conditional use permit. Such parking areas shall not be used year round and adequate measures to control dust from impacting neighboring residential areas are in place.

F. *Lighting.* Lighting in an off-street parking area shall be shaded or diffused so as to reflect the light away from adjoining property and adjacent traffic areas as regulated in accordance with Section 10-16-8 of this Ordinance. All light fixtures shall be a down-cast style.

G. *Maintenance of Off-Street Parking Spaces.* It shall be the joint responsibility of the operator and owner of the principal use, uses and/or building to maintain, in a neat and adequate manner, the parking space, access ways, landscaping and required fencing.

H. *Location.* All accessory off-street parking facilities required herein shall be located as follows:

1. Spaces accessory to one and two family dwellings shall be on the same lot as the principal use served unless guest parking is provided elsewhere.

2. There shall be no off-street parking space within five (5) feet of any property line except as provided below:

a. B-2 and B-3 Districts. Zero lot line parking area setbacks shall be allowed within B-2 and B-3 Districts subject to the following conditions:

(1) A five (5) foot parking area setback shall be maintained along street rights-of-way (not including alleys). Such setback area shall be sodded or landscaped with approved ground cover, shrubs or trees.

(2) The parking area shall not abut a residential zoning district or use.

(3) If applicable, a maintenance and joint use agreement shall be executed and recorded against the titles of the affected properties.

(4) Encroachment into established utility easements shall be allowed only via permit and an encroachment agreement with the City.

b. Shared Access and Joint Parking. Zero lot line setbacks shall be allowed in cases of shared access and joint parking subject to the following conditions:

(1) The access and/or parking area layout is approved by the City Engineer.

(2) A maintenance and joint use agreement shall be executed and recorded against the titles of the affected properties.

(3) If applicable, the conditions of Section 10-19-5 of this Ordinance related to joint parking are satisfied.

3. When parking stalls abut a sidewalk, the minimum sidewalk width shall be six (6) feet.

4. Parking stalls shall not be located where they obstruct doorways, driveways, or pedestrian walkways.

5. All disability accessible stalls shall be located in close proximity to entrance areas and shall not be hindered by inappropriately located curb cuts, catch basins, etc.

I. *Use of Parking Area.* Required off-street parking spaces in all districts shall not be used for open storage, or sale of goods, or for the storage of vehicles which are inoperable, for lease, rent or sale or the stockpiling of snow.

J. *Parking and Storage of Recreational Vehicles.* The parking and storage of recreational vehicles shall be regulated in accordance with Section 7-4-5 of the City Code and Section 10-16-15 of this Ordinance.

(Ord. 153, SS, 5-8-2011; Ord. 227 , SS, 8-7-2017)

10-19-9. - Parking supply requirements.

USES	REQUIRED NUMBER OF PARKING SPACES
RESIDENTIAL	
Assisted Living Facility	One-half (½) space per unit.
Daycare Nursery	One (1) space per teacher/employee on the largest work shift, plus one (1) off-street loading space per six (6) students.
Elderly (Senior Citizen) Housing (uses with occupancy limited to persons age 55 and over)	One (1) space per unit. One-half (½) of required stalls may be provided at initial development for projects with occupancy restricted to persons age 55 and older. The development shall include a proof-of-parking area sufficient to meet the parking requirements.
Group Home (Dwelling)	One (1) space per sleeping room or one (1) space for every four (4) beds.
Manufactured Home	Two (2) parking spaces per manufactured home (A minimum of one (1) parking space shall be enclosed)
Multiple Family (Apartment) Dwelling	
(see also Guest Parking)	One and one-half (1½) parking spaces for each efficiency and one bedroom unit and two and one-quarter (2¼) parking spaces for

	units with two (2) or more bedrooms. A minimum of one (1) of the required parking spaces per unit shall be an enclosed garage space. A land area requirement credit of three hundred (300) square feet toward the satisfaction of lot area requirements shall be given for each garage space under the principal building.
Multiple Family Guest Parking	One-half (½) space per townhouse or apartment unit, distributed throughout the development, in addition to the required parking per unit.
Nursing Home other than Assisted Living Facility	One (1) space per six (6) patient beds, plus one (1) space per employee on the largest work shift.
One and Two Family Residence	A four hundred forty (440) square foot garage shall be constructed at the same time as the principal structure.
Townhome Dwelling Unit (see also Guest Parking)	Each dwelling unit shall have an attached garage with a minimum of two (2) garage spaces and two (2) driveway spaces per unit. The minimum garage space shall be two hundred twenty (220) square feet for dwellings with basements and five hundred forty (540) square feet for dwellings without basements. Garages shall be a minimum of twenty (20) feet in width.
COMMERCIAL:	
Automobile Repair (Associated with Motor Fuel Station)	Two (2) spaces for each service stall plus motor fuel requirements.
Automobile Repair, Major	At least two (2) off-street parking spaces plus four (4) off-street parking spaces for each service stall.
Automobile Repair, Minor	One (1) space per two hundred (200) square feet of floor area.
Automobile Sales	One (1) space per five hundred (500) square feet of showroom plus one (1) space for each three thousand (3,000) square feet of outdoor sales lot.
Drive-In Bank	~~One~~ Four (~~1~~4) parking space for each ~~three hundred~~one thousand (~~300~~1,000) square feet of floor area. ~~plus five (5) stacking spaces for each drive-in window.~~

Bar, Tavern, Night Club	At least one-half (~~1~~0.5) space per ~~three~~ one (~~3~~1) patron seats, plus one (1) space per employee on the largest work shift.
Beauty or Barber Shop	~~Two~~ One (~~2~~1) parking spaces per chair, plus one (1) space per employee on the largest work shift.
Boarding House	At least one (1) parking space for each person for whom accommodations are provided for sleeping.
Bowling Alley	Five (5) parking spaces for each alley, plus additional spaces as may be required herein for related uses contained within the principal structure.
Car Wash (Accessory to motor fuel station)	Four (4) off-street stacking spaces per drive-through car wash. The bay inside the car wash shall not be considered a stacking space.
Car Wash (Drive-Through) as Principal Use	A minimum of ten (10) spaces or one (1) space for each employee on the maximum shift, whichever is greater.
Community Center, Private Club, Lodge, Museum, Art Gallery	Ten (10) spaces, plus one (1) for each one hundred fifty (150) square feet in excess of two thousand (2,000) square feet of floor area in the principal structure.
Convenience Grocery	One (1) parking space per one hundred (100) square feet of floor area. Parking areas at pump islands may be counted as parking spaces.
Fitness Center	One (1) space per exercise station (e.g., strength machine or cardiovascular) plus one (1) space per employee on the largest work shift plus additional parking required for ancillary uses.
Funeral Home	Twenty (20) spaces per chapel or parlor, plus one (1) space for each company vehicle maintained on site. Adequate stacking space shall also be provided for staging funeral processions.
Grocery or Supermarket	One (1) space per one hundred (100) square feet of floor area of customer sales and service, plus one (1) space per two hundred (200) square feet of floor area of storage.
Hotel or Motel	At least one (1) space for each dwelling unit or lodging room, plus one (1) additional space for each eight units. Additional spaces

	shall be required for liquor or restaurant facilities.
Instructional Studio (Dance, Karate, Music, and similar uses)	One (1) space for each two hundred (200) square feet of floor area.
Laundromat	One-half (½) space per machine.
Mini-Storage	Two (2) parking spaces per employee area plus one (1) space per six thousand (6,000) square feet of indoor storage area.
Motor Fuel Station	One (1) space per pump plus one (1) space per employee on the largest work shift. With convenience grocery; include one (1) space per one hundred (100) square feet of floor area. Parking areas at pump islands may be counted as parking spaces.
Outdoor Storage and/or Display of Retail Merchandise	One (1) space per two thousand (2,000) square feet of outdoor storage or display area in addition to the total parking required on the site for the individual use.
Pool Hall and Arcade	One (1) space per four (4) patrons at the maximum occupancy load of the facility, plus one (1) space per employee on the largest work shift, plus one (1) space per one hundred (100) square feet of kitchen, dining, or snack bar area.
Religious Institution, Theater, Auditorium	One (1) space for each three (3) seats. Based upon maximum design capacity, plus additional spaces as may be required herein for related uses contained within the principal structure.
Restaurant (Fast Food Establishment)	~~One~~ Ten (10) spaces per ~~fifty~~ one thousand (~~50~~1,000) square feet of floor area, plus one (1) space per employee on the largest work shift.
Restaurant (Sit Down) including outdoor seating	Five (5) spaces per one thousand (1,000) square feet of floor area
Restaurant, Take-Out (No seating)	One (1) space per one hundred (100) square feet of floor area.
Retail Sales and Multiple occupancy retail service building	One (1) space per two hundred fifty (250) square feet of floor area and outdoor sales space.

Retail Sales/Service and storage	One (1) space per two hundred (200) square feet of floor area of retail space and one (1) space per five hundred (500) square feet of storage area.
OFFICE:	
Medical, Dental, or Chiropractic Office or Clinic	Five (5) spaces per doctor or dentist, plus one (1) space for each employee on the largest work shift.
Office (Business and Professional)	One (1) space for each four hundred (400) square feet of floor space.
Veterinary Office (with or without kennels)	Three (3) spaces per doctor, plus one (1) space per employee on the largest work shift.
INDUSTRIAL:	
Industrial	A minimum of one (1) space per employee on the largest work shift plus one (1) space per company vehicle regularly stored on premises, plus addition spaces that may be required depending upon the specific use.
Manufacturing, Fabricating or Processing of a Product	One (1) space per one thousand (1,000) square feet of floor area, plus one (1) space for each company owned truck (if not stored inside principal structure).
Manufacturing, Office	One (1) space per ~~three hundred fifty~~one thousand (~~350~~1,000) square feet of floor area, plus one (1) space per company vehicle not stored within the principal structure.
Warehouse	Office Area: One (1) space per two hundred (200) square feet of office area. Warehouse Area: One (1) space per one thousand (1,000) square feet of floor area plus one (1) space per company vehicle not stored within principal structure.
INSTITUTIONAL:	
Cemetery	One (1) space per employee

Church	One (1) space per three (3) seats of maximum capacity.
Community Recreation Center	One (1) space per two hundred fifty (250) square feet of floor area, or one (1) space per four (4) patrons at the maximum occupancy load, whichever is greater, plus one (1) space per employee on the largest work shift.
Hospital	Two (2) spaces per three (3) patient beds, plus one (1) space per employee on the largest work shift.
Library	One (1) space per two hundred fifty (250) square feet of floor area or one (1) space per four (4) seats at the maximum occupancy load, whichever is greater, plus one (1) space per employee on the largest work shift.
School, College or Trade	One (1) space per staff member on the largest work shift, plus one (1) space per two (2) students of the largest class attendance period.
School, Elementary and Junior High	One (1) space per seven (7) students based upon building design.
School, High School and Post High School Facilities	One (1) space per three (3) students based on building design capacity, plus one (1) space per classroom.
RECREATIONAL:	
Athletic Field (Private or private nonprofit)	One (1) space per eight (8) seats of design capacity.
Athletic Stadium/Auditorium/Indoor Sports Area	One (1) space per four (4) seats.
Golf Course	Four (4) spaces per hole, plus fifty (50) percent of the requirements for any other associated use, except in planned residential, resort, or commercial developments, which have otherwise adequate provisions for parking.
Golf Driving Range, Miniature Golf, Archery Range	Ten (10) off-street spaces, plus one (1) for each one hundred (100) square feet of floor area.

Skating Rink, Ice	One (1) space per three hundred (300) of rink area.
Tennis, Racquet, Handball Court	Four (4) spaces per court, plus one (1) space per employee on the largest work shift.
GENERAL PARKING:	
Uses Not Listed	The parking space requirement for a use not specifically mentioned herein shall be the same as required for a similar use as determined by the Zoning Administrator.

10-19-10. - Off-street loading requirements.

Any of the following uses with a gross floor area of six thousand (6,000) square feet or more which requires deliveries or shipments shall provide off-street loading facilities in accordance with the requirements specified below unless a conditional use permit is granted:

A. Every retail establishment, industrial or manufacturing use, warehouse, or wholesale use having a gross floor area of six thousand (6,000) square feet or more shall provide off-street loading facilities as follows:

Gross Floor Area in Square Feet	Number of Loading Spaces
6,000—24,999	1
25,000—74,999	2
75,000—150,000	3
For each additional one hundred thousand (100,000) square feet (or fraction thereof) of gross floor area	One (1) additional off-street loading space shall be provided

B. Every public assembly use, such as auditoriums, convention halls, exhibition halls, stadiums or sports arenas, with a gross floor area of greater than one hundred thousand (100,000) square feet shall be provide a minimum of one (1) off-street loading space.

C. Funeral Homes, restaurants and hotels with a gross floor area of greater than thirty thousand (30,000) square feet and offices with a gross floor area of one hundred thousand (100,000) square feet or more shall provide a minimum of one (1) off-street loading space.

D. Off-street loading spaces shall be at least ten (10) by twenty-five (25) feet, excluding area for maneuvering vehicles.

E. At no time shall any part of a truck or van be allowed to extend into the right-of-way of a public street while the truck or van is being loaded or unloaded.

10-19-15 – Residential Driveway Performance Standards

1. All lots or parcels shall have direct adequate physical access for emergency vehicles along the frontage of the lot or parcel from either an existing dedicated public roadway, or an existing private roadway approved by the City.

2. Driveways that access roads that have a paved surface shall be surfaced with bituminous, concrete pavement, concrete pavers, or other similar material as approved by the Zoning Administrator and shall extend from the existing paved surface to the principal structure in the urban service area, or a minimum of fifty (50) feet in the rural service district, unless a longer length is needed to control erosion.

3. Controlling Erosion. All driveways shall be constructed in a matter which controls erosion. Driveways with moderate slopes (greater than 4%) which drain towards a paved street shall extend the bituminous, concrete pavement, concrete pavers or other similar hard surface to the crest of the hill. Drainage swales shall be utilized adjacent to the driving surface to control stormwater runoff.

4. Driveways that access roads that have a gravel surface shall meet the rural driveway standard set forth herein. Driveways shall be constructed to minimize erosion by utilizing drainage swales adjacent to the driving surface to control stormwater runoff.

5. No residential driveway shall be less than ten (10) feet in width or exceed twenty-four (24) feet in width at the point where it adjoins the street. The driveway shall not exceed a width of twenty-four (24) feet for a distance of at least five (5) feet behind the street, at which point the driveway may exceed twenty-four (24) feet in width.

6. Number allowed. Residential lots within the urban service district shall be limited to one driveway access to a public street. Residential lots within the rural service area may have two driveway accesses, provided that the driveways have at least one hundred (100) foot separation and the secondary driveway is intended to serve an accessory structure.

7. Secondary driveways which access paved roads shall be surfaced with bituminous, concrete, or pavers from the edge of the constructed public roadway to the property line, at minimum. All other rural driveway standards shall be met.

8. Driveways of any type surface shall maintain at least a three-foot side yard adjacent property lines in residential districts.

9. Two single family residences may share a driveway provided both parcels have adequate frontage, easements are recorded, both property owners agree to maintenance and dissolution agreements, and the driveway meets the minimum fire and safety standards. No more than two single family residences may share a driveway. For the purposes of setbacks, the two parcels shall be counted as one, while the agreement is in effect.

10. No residential driveway access shall be allowed onto a designated collector or arterial street, unless the Planning and Zoning Commission finds that no other practical alternative exists and the Council approves said access.

11. No driveway shall obstruct drainage utility access, or impair public safety. When necessary, the lot owner shall install a culvert of adequate size and type, as determined by the City Engineer.

12. Driveways shall not have a slope of greater than ten (10) percent.

13. Rural Driveway Standard. Driveways shall be of a design that will provide reasonable access for emergency service vehicles and meet all fire and public safety standards. At a minimum, the

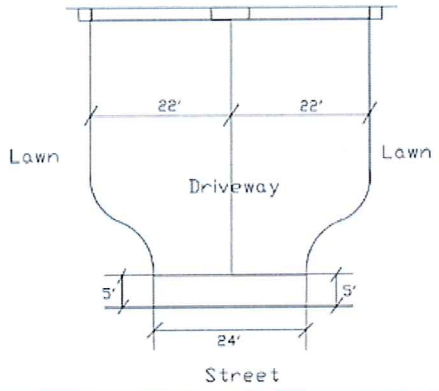
driveway shall have at least a 10 foot wide driving surface with a driveway base that is suitable to support the City's largest piece of fire fighting apparatus. Gravel driveways in the rural service district shall have a minimum class 5 aggregate thickness of eight (8) inches compacted. Obstructions adjacent to and directly over the driveway, including but not limited to; tree branches, shrubs, landscaping materials, etc. shall be removed to provide a fourteen (14) feet clear height.

14. The property owner shall be responsible for the maintenance in safe condition of all driveways leading to his or her property, including the portions of sidewalks used as part of said driveways.

15. In lieu of two separate townhome driveways, one shared driveway may be utilized subject to the following conditions:

    a. The shared driveway shall not exceed twenty-four (24) feet in width at the point it adjoins the street.

    b. Townhome driveways shall be required and maintained by a property owner association.



16. Town homes and multi-family dwellings under the ownership and/or control of a property owner association shall be maintained, repaired, and replaced under the cost of property owner association. Said association shall maintain a capital improvement program for the driveways under its ownership.

17. Financial Surety. Driveways that will exceed six hundred (600) feet in length and are not combined with another permit (i.e. principal structure) will require a financial surety in the amount 150% of the estimated construction cost in the form of a cash escrow or Irrevocable Letter of Credit in a form as approved by the City Attorney.

City of St. Francis

PLANNING COMMISSION
AGENDA REPORT
Agenda Item # 8c

TO: Planning Commission

FROM: Kate Thunstrom, Community Development Director

SUBJECT: Code Changes – Outdoor Storage

DATE: February 20, 2019

OVERVIEW

Over the past year council has addressed issues of Code Enforcement and the needs of the City to create a system that supports resident concerns. One step includes the improvement in the process and to update city codes to remove create barriers by definitions.

One of the largest barriers in code enforcement are the differences outlined between "urban" and rural". We have many residential districts in both areas of the city that struggle with neighbors that have extreme issues including those of junk and debris. Code language that separates the districts makes it difficult for the city to assist some neighborhoods with enforcement.

Council has requested changes to eliminate the differences between the urban and rural areas. Staff reviewed the codes that are utilized the most in regards to outdoor storages, junk and debris. Changes to this code could occur in one of two ways:

1. Remove the "urban" designation. Staff is concerned that may have a bigger impact on rural properties outside of residential areas and significantly increase code enforcement cases and the complexity of the cases being brought forward.
2. Duplicate "Residential District" to balance the language as identified in codes before and after this section. The issues with certain properties are created because a rural property may be contiguous to an urban neighborhood.

ITEMS TO BE DICUSSED:

Staff proposes minor changes to the outdoor storage codes as identified in 10-16-15-D-3, E and F as attached.

ATTACHMENTS:

City Code 10-16-15 with proposed changes

10-16-15. - Outdoor storage.

A. *District Requirements:* Except as herein provided or as specifically allowed within the specific zoning districts established by this Ordinance, all materials and equipment shall be stored within a building.

B. *Exceptions:*

1. Clothes line pole and wires.
2. Play equipment.
3. Recreational vehicles and equipment may be parked or stored outdoors as regulated by Section 10-16-15.D of this Ordinance.
4. Construction and landscaping material currently being used on the premises.
5. Off-street parking of operable motor vehicles as specified in the respective zoning districts.

C. *Vehicle/Equipment Sales:*

1. *Residential Districts:*

a. Personal vehicles, recreational vehicles, farm machinery, and equipment and similar merchandise offered for sale in residential zoning districts shall comply with the following:

(1) The merchandise sold in residential areas shall be the personal property of the occupant.

(2) Sales of personal merchandise herein addressed shall be limited to no more than three (3) items per calendar year.

(3) Merchandise items for sale shall not be parked in any portion of the public right-of-way, public boulevard, or required front yard except a designated, improved driveway.

(4) For sale signs on or in such merchandise shall be limited to four (4) square feet in area and three (3) feet in height.

b. Garage or rummage sales conducted in residential zones shall comply with the following:

(1) Sales shall be limited to a maximum of four (4) consecutive days and occurring no more than two (2) times within one calendar year per property.

(2) Signs shall be governed by Chapter 23 of this Ordinance.

2. *Non-Residential Districts:* Motor, commercial and recreational vehicles shall not be displayed "for sale" or sold within non-residential districts unless as part of an approved licensed sales dealership or for short-term parking (twelve [12] hours or less) if the vehicle is owned by an employee of said business where the vehicle is parked with the consent of the business owner.

D. *Recreational Camping Vehicle, Utility Trailer, Boat, Unlicensed Vehicle, and Parking:*

1. Definition. The terms **Recreational Camping Vehicle, Utility Trailer, Boat** and **Unlicensed Vehicle (Operable)** mean any of the following:

a. **Travel Trailer** —A vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational, and vacation uses, permanently identified "Travel Trailer" by the manufacturer of the trailer.

b. **Pickup Coach** —A structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, creation and vacation.

c. **Motor Home** —A portable, temporary building to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle.

d. **Camping Trailer** —A folding structure, mounted on wheels and designed for travel, recreation and vacation uses.

e. **Utility Trailer** —A trailer used for the transporting of items typically associated with a residential use. Utility Trailers shall not include trailers used to transport equipment used for commercial use.

f. **Boat** —For the purpose of this definition, "boat" shall include a water craft of less than twenty-two (22) feet in length, that is intended for personal use by the resident.

g. **Unlicensed Vehicle (Operable)** —Any passenger vehicle which does not have a current registration, but is capable of legally being operated on a public street. A vehicle having a flat tire or tires, missing wheel or wheels, lack of an engine or critical component parts thereof preventing immediate ignition of the engine, broken or cracked windshield, broken or non-functioning headlights, or other characteristics of a vehicle not capable of being immediately legally driven on a public road shall be presumed to be inoperable.

2. It is unlawful for any person to park or store a recreational camping vehicle, utility trailer, boat or unlicensed vehicle (operable) in the required setback area of any property.

3. Properties which are less than ~~seven~~ ten(~~7~~10) acres in size and are zoned for or used for residential purposes, ~~located within the Urban Service Area of the City~~, shall be limited to a maximum of three Recreational Camping Vehicles, Utility Trailers, Boats or Unlicensed Vehicles (operable), or a combination thereof, stored outside of an accessory structure or attached garage; provided a property shall be limited to a number of one Unlicensed Vehicle (operable) and all such vehicles must be parked on an Approved Parking Surface. For purposes of this Section, an "Approved Parking Surface" shall mean a parking surface paved with a bituminous or concrete surfacing not less than two inches in depth, or covered with a Class V aggregate, landscaping rock (with landscaping fabric installed under the rock) or concrete paver blocks all of which are maintained adequately to prevent the growth of vegetation. The total outside storage area for the permitted vehicles shall be limited to a maximum of five hundred (500) square feet in size.

E. *Truck Parking:* It is unlawful to park a truck (other than a truck of twelve thousand (12,000) gross vehicle rated weight or less), a truck tractor, semi-trailer, bus, construction equipment, construction trailers, or manufactured home within residential districts (RR, ML-PUD, R1, R2, R3 and R4) ~~the Urban Service areas~~ of the City that are zoned and/or used for residential purposes, except for the purpose of loading or unloading the same, and then only during such time as is reasonably necessary for such activity. For purposes of this section "construction equipment" and/or "construction trailers" shall mean only such equipment and trailers as is decaled per Minnesota Department of Transportation requirements and actively used in connection with the operation of a construction-related business.

F. *Parking in Residential Districts:* It is unlawful to park a vehicle in the ~~front~~ yard of any property in the RR, ML-PUD, R1, R2, R3, and R4 Districts except on an approved parking surface adjacent to a driveway. The parking surface shall be constructed of bituminous, concrete, or pavers. Such parking pads shall be considered an expansion of a driveway and require the issuance of a driveway permit pursuant to Section 10-19-4-B-14. Properties in the RR and ML-PUD Districts may receive a waiver from the surfacing requirements as stated in Section 10-19-4-B-21.

(Ord. 190, eff. 1-18-2014)

City of St. Francis

PLANNING COMMISSION AGENDA REPORT
Agenda Item # 8d

TO: Planning Commission

FROM: Kate Thunstrom, Community Development Director

SUBJECT: Accessory Structures

DATE: February 20, 2019

OVERVIEW

On September 10, 2018, Council met for a work session and instructed staff to further review the accessory structure sizes as it relates to the current "urban" district. Current city code outlines the city Accessory Structure codes in two categories, "urban" and "rural". It was identified that challenges may come forward when you have urban lots that are greater in size than typical and contagious to rural districts.

Staff reviewed the following cities to determine where St. Francis fell in regards to standard practice: Andover, Anoka, Cambridge, Chanhassen, Columbus, Corcoran, East Bethel, Elk River, Forest Lake, Lakeville, Oak Grove, Princeton, Ramsey, Rogers, South St. Paul and St. Michael. The variety in cities was to take a broad look at various regions, cities with a mix of urban and rural style lots, cities nearby and as best practices.

Options identified in other cities consisted of the following:

- Size of structure based on acreage
- No size limit, strict height limits with walls, roof and pitch
- Greater the building size, the larger the setbacks to property lines
- Based on percentage of square feet of primary structure
- Based on percentage of square feet of rear yard
- Set square footage, strict height limits and design standards
- Set size per acre with increase allotment with each additional acres

Size comparisons under 1 acre

Current St. Francis code: **Urban lots = 200 sq. ft.**
Rural less than 1 acre = 600 sq. ft.

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Andover	1,200 sq. ft., attached plus detached, must not exceed 50% residential foot print
Cambridge	1,000 sq. ft., or the total floor area of the principal structure, whichever is less. If detached garage, two building are allowed not to exceed 1,000 sq. ft.
Chanhassen	1,000 sq. ft., setback from property line based on size of structure Less than 140 sq. ft. = 5' rear setback 141 to 399 sq. ft. = 10' rear setback 400 plus sq. ft. = 30' rear setback Overall structure must not occupy more than 30% of the area in rear yard.
Columbus	1,800 sq. ft.
Corcoran	1,250 sq. ft. or 25% of the area of the rear yard, whichever is less
East Bethel	0-0.499 acres = 580 sq. ft. 0.5 to 1 acre = 960 sq. ft.
Lakeville	1,000 sq. ft. for interior lot 1.250 sq. ft. for corner lot
Oak Grove	Lots less than 1.49 acres = 1,200 sq. ft.
Princeton	No accessory or detached garage, based on sq. ft., shall occupy more than a total of 25% of the rear yard, or exceed 800 sq. ft. of total floor area
Ramsey	0-0.5 acres = 10 % of lot or 1,500 sq. ft. whichever is less 0.5 – 1 acre = 1,800 sq. ft.
Rogers	528 sq. ft.
St. Michael	0-1 acre = 1,200 sq. ft. detached and attached garages are included in the calculation

Size comparisons on lots over 1 acre
Larger lot comparisons.

City	1-2.5 acres	2.5 – 5 acres	5-10 acres	10 plus acres
St. Francis	**1,200**	**1,500**	**4,000**	**5,000**
St. Francis - PUD Developments, Maximum 1,200 sq. ft. no matter the lot size.				
Andover	1 – 5 acres = total area of land covered by the residential footprint		5 plus acres = not greater than 20% of parcel area	
Columbus	1 – 5 acres = 2,700 sq. for 1st acre, plus 600 sq. ft. for each additional acre		5 plus acres = 6,800 for first 5 acres, plus 700 sq. ft. for each additional acre	
Corcoran	1,200 to 1,500	1,813 to 2,2125	2,438 to 3,688	3,969
East Bethel	1.99 to 2.99 acres = 1,800 sq. 3.0 to 4.99 acres = 2,400		5 acres plus = 3,000 plus 240 sq. ft. per each additional acre	

City of St. Francis

Oak Grove	1.5 to 2.5 = 1,800 sq. ft.	2.5 to 3.99 sq. ft. = 2,400 sq. ft.	6.0 to 9.99 acres = 5,000 sq. ft.	10 plus = 9,000
Ramsey	2,200 to 2,400 sq. ft.	2,700 to 3,500 sq. ft.	3,500 to 5,500 sq. ft.	10 acres = 6,000 20 acres = 8,000 40 acres = 12,000
Rogers	800 to 1,300 sq. ft.	1,300 to 1,700 sq. ft.	1,900 to 3.900 sq. ft.	4,200 sq. ft.
St. Michael	1,600 to 2,000 sq. ft.	2,000 to 2,400 sq. ft.	2,600 to 3,400 sq. ft.	3,600 plus 2,000 sq. ft. per additional 10 acres

ITEMS TO BE DICUSSED:

1. St. Francis "Urban" size requirements are less than comparable cities when not considering the "not to exceed" limitations.
2. Council requested eliminating language differencing between "urban" and "rural" parcels and to base structure size solely on parcel size
    a. Doing this created a situation in which an urban lot may gain additional square footage but rural lots may see a decease.
    b. Examples also were found where on one city block some owners may be allowed up to 1,200 sq. ft. Larger than garage allowances.
3. Staff recommends increasing urban lots to the following:
    a. Maximum of 400
4. Staff requests including clarification and language to address ongoing questions and uncertainties that have been raised on accessory structure codes, as attached

ATTACHMENTS:

City Code 10-18-6 Area, number and height limitation.

10-18-6. - Area, number and height limitations.

Accessory structures shall comply with the following area, number and height limitations:

A. *Rural Service Area:*

1. Attached accessory structures shall not exceed eight hundred forty (840) square feet in size, except that the maximum square footage can be increased to one thousand (1,000) square feet, provided that the accessory structure size does not exceed eighty (80) percent of the foundation footprint of the principal structure.

2. Detached accessory structures shall be limited as follows:

LOT SIZE	ACCESSORY STRUCTURE LIMITS	
a. Less than 1 acre	Total detached square footage	600
	Maximum number of detached buildings	1
	NO POLE BUILDINGS ALLOWED	
	Maximum sidewall height	10 feet
b. 1 acre but less than 2 ½ acres	Total detached square footage	1,200
	Maximum number of detached buildings	1
	POLE BUILDINGS ALLOWED	
	Maximum sidewall height	12 feet
c. 2 ½ but less than 5 acres	Total detached square footage	1,500
	Maximum number of detached buildings	2
	POLE BUILDINGS ALLOWED	
	Maximum sidewall height	14 feet
d. 5 acres but less than 10 acres	Total detached square footage	4,000
	Maximum number of detached buildings	2
	POLE BUILDINGS ALLOWED	

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	Maximum sidewall height	16 feet
e. 10 acres and larger	Total detached square footage	5,000
	Maximum number of detached buildings	2
	POLE BUILDINGS ALLOWED	
	Maximum sidewall height	18 feet

B. *Urban Service Area:*

1. Attached and detached private residential garages shall not exceed eight hundred forty (840) square feet in size, except that the minimum square footage can be increased to one thousand (1,000) square feet, provided that the accessory structure does not exceed eighty (80) percent of the foundation foot print of the principal structure.
2. All new and relocated residential homes shall be constructed with an accessory structure or garage meeting the minimum standards required in Section 10-19-9. For one and two family dwelling units, said accessory structure shall have a minimum floor area of at least four hundred forty (440) square feet.
3. Residential properties within the Urban Service Area may have one detached accessory structure, not to exceed ~~two~~ four hundred (~~200~~400) square feet in size, in addition to private residential garage. This second detached accessory building shall not exceed sixteen (16) feet in height.
4. Residential properties with detached accessory structures that subsequently construct an attached accessory structure, shall deduct the square footage of the detached structure from the allowable square footage, less ~~two~~ four hundred (~~200~~400) square feet.
5. Unless otherwise permitted, all detached accessory buildings shall not exceed twenty (20) feet in height or the height of the principal structure, whichever is less.

C. General Standards and Conditions, All Districts:

1. MLPUD/PUD Districts, 1,200 square feet or as otherwise identified in the Development Agreement.
2. Temporary, hoop, carport, tarpaulin ~~-~~or similar types of non-permanent structures are not permitted.
3. Semi-trailers, truck boxes, rail boxes, box cars, and similar are prohibited.
4. Moving storage containers, Potable on demand storage (PODS) units or similar type units may be allowed with city approval for up to 30 days within an 18 month period.
5. No structures shall be located within a drainage, utility or any other publicly owned easement.

6. Proposed accessory building(s) which meet the definition of the term "agricultural building" in MN Stat. 326B.103, Sub.3 may be exempt from the requirement to obtain a building permit but are subject to all standards[DRS1] to this section with exception of size restrictions and total square footage restrictions. A site plan must be submitted and approved from the City prior to commencing construction on any accessory which qualifies as an agricultural building.

7. Lean-to's[DRS2] attached to an existing structure shall be included in the allowable square footage of the building and square footage restrictions on lot sizes.

(Ord. 76, SS, 8-4-2003; Ord. 181, SS, 4-21-2013; Ord. 000, SS, 0-0-2019)

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