

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

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Steinke.
2. **Roll Call:** Present were Ray Steinke, Brittney Berndt, Greg Zutz, Colleen Sievert and William Murray. Absent: Liz Fairbanks, Todd Gardner  
  
Others in attendance: Kate Thunstrom- Community Development Director, Kevin Robinson - City Council, Beth Richmond and Brad Scheib – HKGi/City Planner, Shane Nelson – Hakanson Anderson/City Engineer
3. **Adopt Agenda:** Motion by Berndt, second by Zutz, to approve the February 20, 2019 agenda. Motion carried 5-0.
4. **Approve Minutes:** Correction needed to include Fairbanks in attendance at the Oct 17, 2018 meeting. Motion to approve with correction by Murray, second by Berndt to approve the October 17, 2018 minutes. Motion carried 5-0.
5. **Election of Chair and Vice Chair for 2019**
  - a. Nomination for Chair, Berndt, passed 2-1
  - b. Nomination for Vice Chair, Steinke, passed 4-0
6. **Public Comment:** none
7. **Regular Business Items:**
  - a. 23038 Rum River Blvd – Concept Plan
    - HKGi presented the staff report outlining the details of the concept plan and proposed lot split describing the property features.
    - After a review of the land and zoning requirements, the property is eligible to be split with conditions related to access.
    - Anoka County provided comments late identifying that no additional access points to this property would be granted. This would require a shared driveway agreement.
    - Split creates a line in the center of the parking lot and both buildings would likely share. Shared parking allows more sq. footage if parking peak periods are different. When use is proposed, this issue will be reviewed at that time.
    - Current Comprehensive Plan guides as park, however zoned commercial. Staff will use the 2040 Comp Plan to bring this into compliance

**Discussion:**

  - *Steinke*, if or when property to the west is developed, would like to see it on the historical role. Scheib, comments like this are considered and part of the future of this area and needs to include the AC parks system as well.
  - *Zutz*, understand limited access, did any past conversations include the parks or only highway department?  
Scheib, conversation has been limited only to highway. When this site gets to a site plan it would need to include both.
  - *Zutz*, concept discussed of private site having access through a county park, cannot think of any other places where this is done

- Murray, if county makes 4-lanes, being that the high school is limited on what it can give, it will reduce the size of this lot and affect parking  
Scheib, correct. 27' was being considered including bypass and turn lanes. A heavy retail use would require a dedicated turn lane.
- Sievert, plans do not show any identification of crosswalks or safety measures?  
Scheib, when specific use and plans are presented the impact could include additional signage and county involvement for crossings
- Larry Anderson/property owner/applicant, was there at the time the round-about went in and worked with county on stormwater and utilities. The south side of Bridge Street is where the stormwater was directed and gas, electric, etc. was placed on the north side, his property. Does not think it would go to 4-lanes in the future. Crosswalks do exist.
- Steinke, would like to see discussion of furthering the city roads to the property to the west.  
Scheib, identified this is part of concept planning for all properties on bridge street.
- Anderson, to put property in context, he acquired in 2006, multiple uses, feels a space by the high school would be a good use to provide something safe for youth. Spoke to the property owner to the west and he would consider developing. His interest is to provide a nice option for a solid business opportunity.

Concept Plans do not require any action by the Planning Commission. Item will move forward to Council for informal comments, proposed March 4, 2019.

## 8. **Public Hearing:**

### a. 2040 Comprehensive Plan

- **Public Hearing opened at 7:33 p.m. and closed with no comments at 7:34 p.m.**
- Scheib with HKGi covered the overview of the Comprehensive Plan and reviewed the PowerPoint.
- Steinke – discussion on park and open space, identifying why city identifies park dedication as it does
  - Scheib, the park and space identified in the comp plan are a separate identification than what we will accept going forward but further identifies what city intentions are
- Steinke – how much control does staff have on river, citing the complaints of clear cutting last fall?
  - Thunstrom, identified how city code defines clear cutting, the involvement the City had with the residents and the overall process of those concerns
- Steinke – part discussions with Bethel and their sewer system needs date back into the 90's.
  - Scheib, reviewed the Bethel Comp Plan and a connection to St. Francis is discussed so it is important that we keep those types of land use options planned
- Sievert – requested clarification of HKGi's definition of a living document
  - Scheib, as the city is part of the metro, required to meet land planning act. Each time to goes to Met Council for changes it is reviewed and commented upon.
- Murray – requested information on AC and Hwy 47 doing something.
  - Kate, clarified that we are moving forward with plans and public engagement with MnDOT. In 10 months the community will see changes.
- Zutz – land use statement, the river is unique, perplexed why we would want to increase density? In other communities this is not typical.
  - Scheib, one strategy is to put higher unit density is to keep more land open. Allows city to request greater protections along the river. Only works when the market will support it. Also need density to support commercial corridor.

- Zutz – one thing that makes a city desirable is parks. St. Francis has one park over 10 acres in size in the busiest part of the city. Forces everyone to use school district property. People come in for events and tournaments and this city does not provide space. Why not a soccer or multi-plex? City wants to develop on Hwy 47 but we don't draw the people into the area with other opportunities. Other than school activities, St. Francis does not offer anything like other cities starting with something like fields.
  - This is an example of how parks weave into economic development. Action items are part of the Comp Plan implementation stage. If that idea is something to explore HKGi will draft language to include with the Comp Plan.
- Berndt – agrees we need to weave the language about parks into the plan.
- Sievert – this discussion plays on the destination conversation that has been a focus of the City
- Steinke – questioned the 40 acres the city owns off Roanoke. Purchased to be a city hall and park location.

Recommendation by Steinke to forward 2040 Comprehensive Plan to Council including discussions had tonight and weaving in strategy on parks.

Zutz 2<sup>nd</sup>.

**5-0 motion passed.**

b. Ordinance Amendment, City Code Chapter 10 Zoning, Section 19 General Parking, Loading and Access Requirements

- Hakanson Anderson Engineer Shane Nelson, identified the changes within the code, in the past code mixed residential and commercial. Changing to create a residential section. Added additional language to address erosion control and long driveways.
- **Public Hearing Opened at 8:39 – Closed with no comments 8:39 p.m.**
- Sievert – requested clarification for who decided the length required for erosion control.
  - Nelson – the city does
- Robinson – Does this provide a reach back on properties with existing infractions?
  - Nelson – no this applies only to new driveways. Code enforcement would need to address past problems.
- Robinson – Is there liability on the city for long driveways not meeting standards
  - Thunstrom, liability is on the property owner
- Murray – discussions of an existing issue off Magnesium St near his home and the impacts of the ordinance as it relates to the current situation.

Recommendation by Zutz to accept as presented and move forward to Council.

Steinke 2<sup>nd</sup>

**5-0 motion passed.**

c. Ordinance Amendment, City Code Chapter 10 Zoning, Section 16-15 Outdoor Storage

- Thunstrom described the changes proposed and reason for addressing these issue
- Public Hearing Opened 8:52 – Closed with no comments 8:52 p.m.
- Zutz – in support of these changes, ties to the goals of the Comprehensive Plan to make the city attractive.

Recommendation by Zutz to accept as presented and move forward to Council  
Murray 2<sup>nd</sup>  
**5-0 motion passed.**

d. Ordinance Amendment, City Code Chapter 10 Zoning, Section 18 Accessory Structures

- Thunstrom described the packet and outlined the proposed changes
- Murray – questioned if a home owner requests more what is process
  - Thunstrom – property owners would be required to complete a variance.
- Robinson – requested staff to clarify access to secondary buildings
  - Thunstrom – ordinances regarding parking and access would apply
- **Public Hearing Opened at 8:39 – Closed with no comments 8:39 p.m.**

Recommendation by Sievert to approve as presented and move forward to Council  
Steinke 2<sup>nd</sup>  
**5-0 motion passed.**

9. **Planning Commission Discussion** none

10. **Adjournment:** Motion by Zutz, second by Sievert to adjourn. Motion carried 5-0.  
Meeting adjourned at 9:05 pm.

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

**Signed by: Kate Thunstrom**

**DATE APPROVED: March 20, 2019**