

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
July 18, 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, Todd Gardner, Liz Fairbanks, Julie Morin and William Murray. Absent: Brittney Berndt, Greg Zutz

Others in attendance: Kate Thunstrom- Community Development Director, Rich Skordahl - City Council

3. **Adopt Agenda:** Motion by Gardner, second by Murray to approve the July 18, 2018 agenda. Motion carried 5-0.
4. **Approve Minutes:** Motion by Fairbanks, second by Morin to approve the May 16, 2018 minutes. Motion carried 5-0.
5. **Public Comment:** None
6. **Public Hearing:** None

7. **Regular Business Items:**

- a) **Update, review and comment on acquisition of property.** The City is guided by a Comprehensive Plan which requires by Statute that the Planning Commission review and comment on any city acquisition and sales of real property as it relates to the consistency of the Comprehensive Plan. The St. Francis EDA is looking to acquire the property located at 3765 Bridge Street for the purposes of demolition and redevelopment. This property has history of being a church, a commercial business and rental housing. This building as housing is nonconforming as this area is a commercial zoning district. Comments received included the following:
 - a. Steinke – does not agree with the age of the building represented. Believes that may be the year the basement was added to the building and not the original date of build. – Kate, as this is the date on County record, staff will review to see if another date exists.
 - b. Fairbanks – Methodist Church is interested in Steeple from this structure and working with City – Kate, staff has been in contact with the Methodist Church and will put them in contact with the demolition company to remove the steeple at their expense.
 - c. Morin – asked to clarify which Comprehensive Plan was applicable to this review - Kate, the 2030 Comp Plan is the plan to be reviewing against, however the zoning district and land use is not changing in the proposed 2040 Comp Plan
 - d. Gardner – clarified the zoning is commercial and questioned interest in the neighboring property the city has removed – Kate, this is a commercial district, interest has been limited to a couple of phone calls on potential use along with the building in question. The size of the lot by itself is very limiting to reuse until combined with the new acquisition.

- e. Steinke – had hoped this building would be viewed historical but feels when the pole barn was attached it was no longer what it should be for that. If the Methodist Church is interested in the Steeple he is supportive of that.
- f. Gardener – supports the acquisition and demolition and finds the proposed plan is appropriate for zoning district
- g. Morin – hopes as the City moves forward with cleaning up these properties that surrounding property owners will also find an interest in improving their properties as well.

Overall all members of the Planning Commission were supportive of the acquisition of this property and the consistency with the Comprehensive Plan.

- b) **Update, review and comment sale of City owned property.** The City Council has entered into a letter of intent with a development company for the City owned site known as 3815 Bridge Street. This site was on the market for 18 months and this offer to develop a senior living facility in collaboration with Walker Methodist has come forward. As a comprehensive plan guided City, the Planning commission must make comment in regards to the sale and the proposed use and the consistency with the Comprehensive Plan. Comments received included the following:
 - a. Morin – unsure on what parts of the Comp Plan we are reviewing against being that it is not attached – Kate, outlined the zoning district and permitted uses as they apply to the proposed project
 - b. Steinke – confusion exists with the multiple parcels shown on the property site. – Kate, the five parcels are being brought into one through title work underway with the City legal team. The property is made up of Torrens and abstract property and the goal when it was platted in 2016 was to combine the properties. This is still underway with legal work.
 - c. Fairbanks – Supports the project, believes that more crosswalks are needed in the area.

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8. Planning Commission Discussion –

- 1. Steinke has requested staff look into the age of the structure at 3772 Bridge for informational purposes.
- 2. Steinke, brings forward the concern and issue with the lack of crosswalks or identified crossings on Bridge Street. There are no identified crossings on the road, the corners or for the county trail.
 - a. Fairbanks identified that she has reached out to Commissioner Look and his staff are completing a study.
 - b. Morin asked for clarification on what is being studied? What criteria are they reviewing? Would like to have more information. There are three efforts in planning that involve seniors (Rivers Edge, 3815 Bridge and LeGen Senior Housing) and for individuals using wheelchairs and scooters, they are struggling to move along Bridge Street. The City needs to address accessibility and mobility.
 - c. Skordahl explained that when the time comes that these projects move forward through planning the Commission will need to review those components carefully and get the comments within the projects requirements.

- d. Murray expressed concern in regards to an unpaved section of the County path that meets up with Bridge Street. Can it be built to include stairs or some type of pavement that does not get slippery and creates easier movement?
- 3. Project Updates:
 - a. Kwik Trip, city was told that they expect to build in 2019
 - b. Senior Housing/LeGen, the group is meeting with their team to continue putting an improved packet together. PUD is valid until February 6, 2019.
 - c. Concrete under river bridge, Skordahl clarified it was brought forward with Council. The Fire Chief has looked into it some, but it is not a top propriety. It will be looked into further as time allows.
- 9. **Adjournment:** Motion by Gardner second by Fairbanks to adjourn. Motion carried 5-0. Meeting adjourned at 7:36 pm.

DATE APPROVED: 09/19/2018