



PLANNING COMMISSION

**ISD #15 DISTRICT OFFICE BUILDING
4115 AMBASSADOR BLVD.**

July 18, 2018

7:00 PM

AGENDA

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Approve Minutes May 16, 2018
5. Public Comment
6. Public Hearings
7. Regular Business Items
 - a. Update, review and comment – City purchase of property
 - b. Update, review and comment – Sale of city owned property
8. Discussion by Planning Commissioners
9. 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
May 16th, 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, William Murray, Liz Fairbanks, Greg Zutz, and Julie Morin. Absent: Todd Gardner and Brittney Berndt. Others in attendance: Councilman Rich Skordahl, Kate Thunstrom Community Development Director, Mike Creelman Assistant Community Development Director, Ben Gozola Sambatek/City Planner
3. **Adopt Agenda:** Motion by Fairbanks, second by Murray to approve the agenda. An amendment was made to the agenda to move the Comprehensive Plan to Regular Business. Motion carried 6-0.
4. **Approve Minutes:** Motion by Fairbanks, second by Murray to approve the March 21, 2018 minutes. Motion to approve minutes carried 6-0.
5. **Public Comment:** None received
6. **Regular Business Items:**
 - a. **Comprehensive Plan – HKGI**
 - Kevin from HKGI presented the draft of the 2040 Comprehensive Plan.
 - Steinke, the transportation plan airport portion should be edited.
 - Kevin, engineers are currently reviewing the transportation portion of the Comprehensive Plan.
 - Steinke, asked for explanation of the preservation section.
 - Kevin, explained that this would be natural land not suitable for development.
 - Steinke, asked if new development should be built up to the river with the preservation area by the river.
 - Kevin, development is possible to the edge of the bluffs, but in the low lands by the river should be preserved.
 - Steinke, mentioned the Comprehensive Plan includes County Road 24 being expanded to a 4 lane road. A few buildings in the area of County Road 24 are registered in the National Register of Historic Places. One other property that should be looked into is the Randall house just south of the bus garage.
 - Steinke, inquired about another river crossing.
 - Kevin, this is something that could be part of the transportation plan.
 - Murray, addressed the Comprehensive Plan designating the East side of Highway 47 and how we should take into consideration the Wild and Scenic designation.
 - Kevin, staff will look into the Rum River Wild and Scenic designation.
 - Fairbanks, asked how the State and the County are made aware of the City's transportation plans.
 - Kevin, clarified that State and County agencies do review the plans to make sure these work with their plans.
 - Murray, addressed the importance of the bridge and what the City will do when it needs repair.
 - Kevin, stated that staff would look into what would happen if the Bridge was out of commission for any extended period of time.
 - Zutz, questioned the accuracy of the population projections.

- Kevin, stated that staff is comfortable there will be growth and the plan is designed to accommodate these projections. Any investments should be made when growth is happening and should not get ahead or behind the growth.
- Zutz, addressed the commercial dedication along the Rum River and asked if we should look into nice homes being built in that area. Do other communities along rivers utilize that space for commercial?
- Zutz, asked if the City is still pursuing the plan to extend Bridge Street to Highway 47.
 - Kate Thunstrom, there has been communication between the city and the school.

Short recess at 7:55 p.m.

Meeting continued 7:58 p.m.

7. Public Hearing:

a. Conditional Use Permit – Meridian Behavioral Health, LLC

- Ben Gozola reviewed the packet. The development was for the most part the same as it was back in December. A square footage change and building design change made a new Conditional Use Permit application mandatory.
 - Square footage change with a new total of 7,000 allowing for additional rooms.
 - With more rooms, there is a potential for 5 additional employees.

Public Hearing Opened 8:08 p.m.

- No Public comment was received.

Public Hearing Closed 8:09 p.m.

- Morin, asked if all ADA requirements will be met that apply to this development.
 - Gozola, stated that the building permit review will address ADA requirements.
- Zutz, noticed that several of the conditions are not clear.
 - Gozola, several of the conditions have been reviewed by the city engineers and will require further conditions based on their review.
- Zutz, asked why the developer decided to draw back on the amount of landscaping compared to previous plans.
 - Kevin Pfeiffer, Meridian, with the new layout of the building the stormwater plan needed some amendments. These changes to the stormwater plan caused for a few of the trees and landscaping to be lost.
- Murray, asked the difference between the terms chemical dependencies and behavioral health.
 - John Seymore, Meridian, this facility will be a Rule 31 chemical dependency facility meaning voluntary treatment.
- Motion by Zutz to recommend approval of the requested Conditional Use Permit, second by Fairbanks. Motion carried 5-0.

8. Planning Commission Discussion – Commissioners asked for updates on several different projects and if anything was on the agenda for June. Staff reported on projects and estimated timelines.

9. Adjournment: Motion by Zutz second by Morin to adjourn. Motion carried 5-0. Meeting adjourned at 8:24 pm.

DATE APPROVED:

**PLANNING COMMISSION
AGENDA REPORT**
Agenda Item # 7a

TO: Planning Commission
FROM: Kate Thunstrom, Community Development Director
SUBJECT: EDA Acquisition of Real Property
DATE: 07/18/2018

OVERVIEW:

The City of St. Francis EDA is looking to acquire a property located at 3765 Bridge St. for the purpose of commercial redevelopment. The City has the opportunity to purchase the property with the intent to assemble land and redevelop the Bridge St. corridor. This property is located in the area that has been identified as the Downtown through redevelopment planning.

The acquisition would result in the demolition of the existing structure. The purchase is through voluntary sale. The City Council has authorized the use of Anoka County HRA/EDA funds for the project costs.

Property Address: 3765 Bridge Street
Original Structure built: 1933
Pole Barn addition: 1977
Current use: Rental Housing – non compliant in commercial district.
Current Status: Vacant
Property Zoned: B1 Central Business District
Intended use of property: Redevelopment for commercial, office or retail use
Lot Size: 13,200 sq. ft.

This building is not classified historical: For a structure to be historical several factors are required. Those are; age of building, building is recognizably in the same condition and either an event of historical importance happened at the site or a person of historical significance was associated with the site.

ACTION TO BE CONSIDERED:

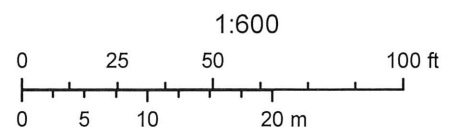
Planning Commission is requested to review and comment regarding the acquisition as it relates to the consistency with the Comprehensive Plan

The role of the Planning Commission is to comment on the proposed purchase and determine whether it will comply with the city's Comprehensive Plan.

Anoka County, MN



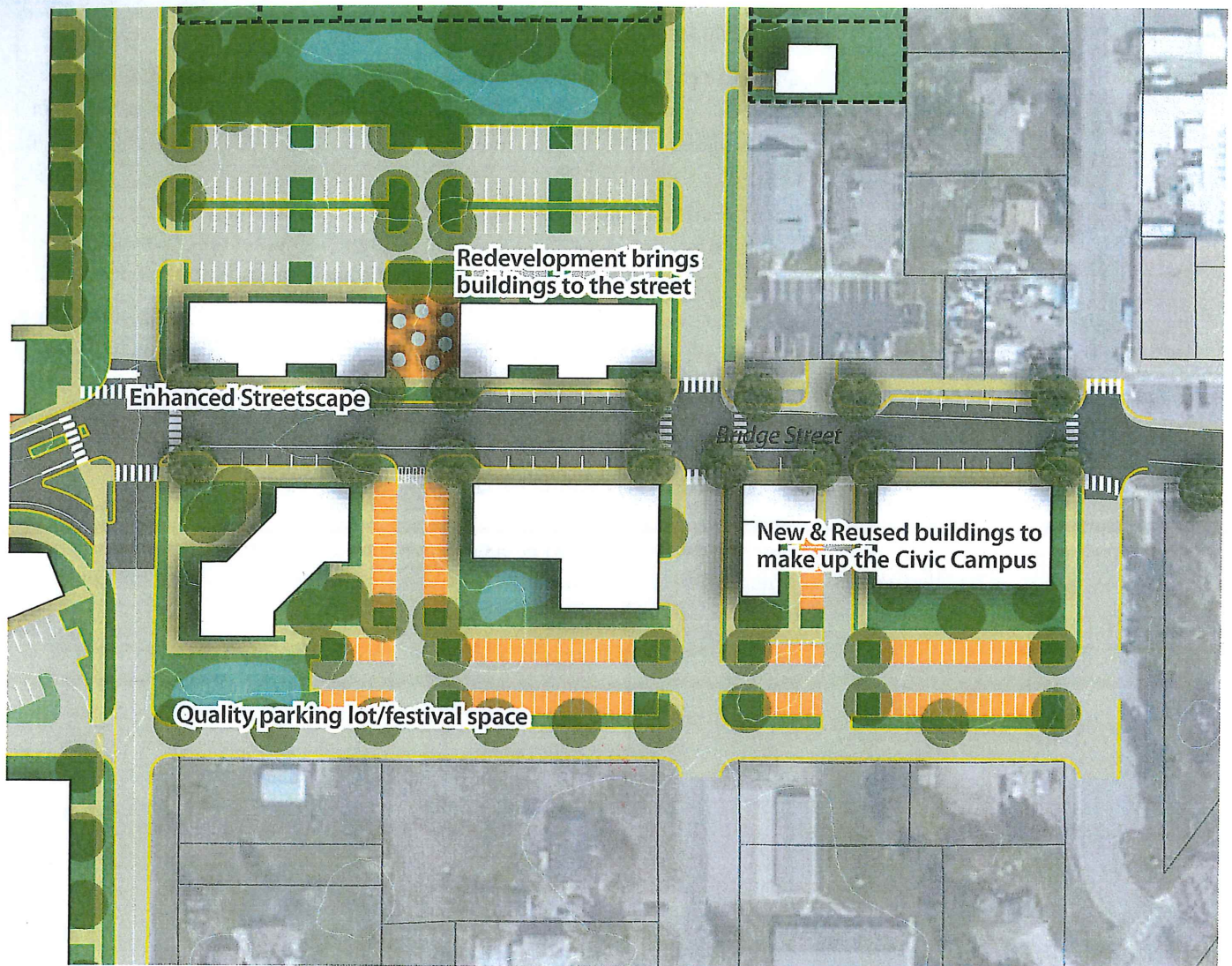
June 20, 2018





In order to accomplish these four points, the plan outlines key development and redevelopment sites:

- » A Civic Campus on the south side of Bridge Street
- » Office Redevelopment on the north side of Bridge Street
- » A restaurant/entertainment anchor on the east side of the Rum River
- » Housing redevelopment between Bridge Street and Rum River North County Park
- » Housing redevelopment south of the High School
- » Industrial growth along Highway 47
- » Residential infill along Ambassador Boulevard
- » Residential infill off Highway 47
- » Redevelopment of Office/Commercial along Highway 47



Development Summary

Uses	Civic Uses: Fire Station, City Hall/Offices, Library, Post Office, Community Space
Square Footage (As shown)	Civic: +/- 36,000 SF
Key City Actions	<ul style="list-style-type: none"> -Coordinate with the county to relocate the Library west of the Rum River -Develop a formal plan for future operations, incorporating uses into the Civic Campus concept. -Complete more formal plans for the Civic Campus components, in collaboration with the County and other partners. -Identify funding for the civic campus in the future Capital Improvements Plan (CIP). -Complete more detailed design of streetscape elements desired along Bridge Street, in order to be prepared to move forward with construction once funding is available. -Formally reach out to developers interested in redevelopment in the area (including retail and residential components, to the north of the Bridge Street corridor).

PLANNING COMMISSION
AGENDA REPORT
Agenda Item # 7b

TO: Planning Commission
FROM: Kate Thunstrom, Community Development Director
SUBJECT: Disposition of City owned property
DATE: 07/18/2018

OVERVIEW:

The City platted and listed a property identified as 3518 Bridge St. for sale the fall of 2016. On June 4, 2018 Council entered into a Letter of Intent (LOI) with Roers Investments for potential development at this site. Roers has partnered with Walker Methodist and identified this site as a potential parcel for an assisted living facility.

- Property Address: 3518 Bridge Street
- Current use: Vacant Land.
- Property Zoned: B2 General Business District
- Permitted Use includes: nursing homes, hospitals, clinics. City code does not specifically address assisted living and nursing care, the permitted use will be reviewed against those concepts when development plans are received.
- Lot Size: 3.97 acres
- Project to create jobs

ACTION TO BE CONSIDERED:

Planning Commission is requested to review and comment regarding the sale as it relates to the consistency with the Comprehensive Plan

The role of the Planning Commission is to comment on the proposed sale and determine whether it will comply with the city's Comprehensive Plan.

Anoka County, MN



June 20, 2018

