

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
February 21, 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, Todd Gardner, Liz Fairbanks, Greg Zutz, and William Murray. Absent: Julie Morin. Others in attendance: Councilman Rich Skordahl, Mike Creelman Assistant Community Development Director, Ben Gozola Sambatek/City Planner
3. **Adopt Agenda:** Motion by Zutz second by Berndt to approve the agenda. Motion carried 6-0.
4. **Approval of Positions:**
 - a. Zutz made a motion to elect Steinke as Chair, Second by Gardner, no discussion. Passed 5-0-1
 - b. Zutz made a motion to elect Berndt as Vice Chair, second by Gardner, no discussion. Passed 5-0-1
5. **Approve Minutes:** Motion by Berndt second by Zutz to approve the December 20, 2017 minutes. Motion carried 6-0.
6. **Public Comment:** None received
7. **Public Hearing:**
 - a. **Variance – Woodhaven**
 - Gozola reviewed the packet. Unique lot with east side ROW. Two units are affected by the ROW and this Variance is being requested. MNDOT will not allow access to Hwy 47. Administrative subdivision still needs to be completed, this is something that can be completed within the coming month. Storm water issues will need to be reviewed carefully around the wetland. City staff recommend applicant, Fire Chief and the City engineer looks at a design to reinforce an area for emergency vehicle access.
 - Public Hearing Opened 7:13 p.m.
 - Kelly Kelley, 4100 Degardner Cir NW, wondering about the entrance for the emergency vehicles. What kind of reinforcement would be needed if two different accesses are needed? Wanted to reassure that no road would be extending into the wetland. Orange markers along and in back of property, questioning what those markers are. Have had issues with trespassing and wondering if any type of boarder is purposed.
 - Michael Schrader, A.L.S Properties, address the property owners concerns and explained where they are with the engineering.
 - Public Hearing Closed 7:27 p.m.
 - Steinke, addressed 47 access for the development
 - Gozola, explained the process for MNDOT to review the development.
 - Schrader, addressed history of MNDOT decision.
 - Steinke, addressed number of building pads.
 - Gozola, explained that the development is looking at adding 55 building pads.
 - Murray, questioned the developer about additional parking.
 - Schrader, explained typically they do not allow overnight parking on the streets. Parking is allowed on the street for an event, no designated guest lot.

- Schrader also explained Garages and driveways that are available within the development which help with parking needs.
- Fairbanks, asked about overnight parking.
 - Schrader, explained that there is no overnight parking without prior approval.
- Fairbanks, asked about wooded area along Northwest side of development.
 - Schrader, the development cannot disturb anything outside of their property line.
- Fairbanks, asked about a fence in that location.
 - Schrader, explained that fencing is not preferred.
- Fairbanks, questioned the aesthetic of the structures that abut Highway 47.
 - Schrader, housing unit and a garage will be visible from 47, but screening with trees and shrubbery will be placed along the East side as well.
- Fairbanks, spoke about the two accesses for the development and how the area will become chaotic with several different developments.
 - Schrader, spoke about two accesses being more convenient and how the land is laid out works for this development.
- Greg, questioned the developer about physical barriers and if they could be accommodated.
 - Schrader, developer would be opposed to physical barriers and would want to keep it natural landscape.
 - Schrader, with the area becoming more developed this issue may not continue.
- Murray, asked about having a path along Highway 47.
 - Schrader, explained there will be a path leading out to the walk trail along 47.
- Steinke, brought up the possibility of a breakaway post that would allow for emergency vehicles a way into the property from 47.
 - Gozola, add that items like this can be addressed in meetings with the engineers and fire chief, etc.
- Zutz, asked about traffic count in this location and how the traffic will flow.
 - Gozola, for this case the City has guided this area for a particular land use through the Comprehensive Plan.
- Steinke and Schrader discussed the history of the site access.
- Steinke, asked if any buffer is planned between DeGardner properties and development.
 - Schrader, the property lines do directly abut one another, there will be a perimeter buffer that follow the manufactured housing code.
- Fairbanks, added that traffic is a major concern.
 - Schrader, traffic can be seen as a concern, but the area was guided for this land use.
- Skordahl, the City is having dialog with the State and are trying to address these traffic concerns.
- Steinke, provided history of Highway 47 and intersections.

Steinke, made a motion to recommend the Conditional Use permit and Variance be approved by the Council. Second by Gardner. Motion passed 4-2-1

8. **Planning Commission Discussion** – Berndt announced that she will be on medical leave in May, June and possibly July.
9. **Adjournment:** Motion by Zutz second by Berndt to adjourn. Motion carried 6-0. Meeting adjourned at 8:09 pm.

DATE APPROVED: