

**Planning Commission
March 4th, 2019**

Pursuant to due call and notice thereof, a Planning Commission meeting was held on March 4th 2019, 6:30 p.m. at Sartell City Hall.

MEMBERS PRESENT: Nathan Crowe, Kelly Mager, Abby Legatt

MEMBERS ABSENT: Dave Lindbloom
Janagan Ramanathan, Student Liaison

OTHERS PRESENT: Nate Keller, City Planner

Crowe called the meeting to order at 6:30 p.m.

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY CROWE TO APPROVE THE AGENDA. THE MOTION WAS SECONDED BY LEGATT. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

**AYE: CROWE, MAGER, LEGATT
NAY: NONE
MOTION CARRIED**

3) NEW BUSINESS

A. CHAIR AND VICE CHAIR

A MOTION WAS MADE BY LEGATT TO APPROVE CROWE AS CHAIR. MOTION WAS SECONDED BY MAGER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

**AYE: CROWE, MAGER, LEGATT
NAY: NONE
MOTION CARRIED**

Keller will bring back the Vice chair nomination for discussion at next meeting.

B. 2019 MEETING SCHEDULE

A MOTION WAS MADE BY CROWE TO APPROVE THE MEETING SCHEDULE FOR 2019. MOTION WAS SECONDED BY LEGATT. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

**AYE: CROWE, MAGER, LEGATT
NAY: NONE
MOTION CARRIED**

C. COMMUNITY CONVERSATION SCHEDULE

Legatt asked if the park locations were voted on by the previous Park Commission. Keller stated that the Park Commission did vote for these locations for 2019.

A MOTION WAS MADE BY CROWE TO APPROVE THE COMMUNITY CONVERSATION SCHEDULE FOR 2019. MOTION WAS SECONDED BY MAGER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

**AYE: CROWE, MAGER, LEGATT
NAY: NONE
MOTION CARRIED**

D. ALTERNATES – JOINT PLANNING BOARD

Keller explained that City Council reps will serve on the Joint Planning Board however the City does need alternates should those reps be unavailable. Keller stated that the more alternates the City has the more back-ups we can have should Council reps or other alternates be unavailable. Crowe again expressed his interest in serving as alternate. Keller will bring back the discussion again when we have a full Commission present to see if others are willing to serve as alternates.

E. ARBOR TRAILS 3 FINAL PLAT

Keller provided background into the request for Final plat approval. Applicant Poplinski is proposing to Final plat forty-three lots. The density meets the City requirements (forty-three lots, 22 acre sized development, density = 1-4 lots per acre). Keller also explained the Final plat allows the applicant to plat Phase 3 and 4 of the Arbor Trails development. Keller also highlighted the conditions of approval found in the Developers Agreement and slight differences in the Final plat as compared to the Preliminary plat. Poplinski provided reasoning on why he is final platting the development.

A MOTION WAS MADE BY CROWE TO APPROVE THE RESOLUTION ACCEPTING THE DEVELOPERS AGREEMENT AND FINAL PLAT. MOTION WAS SECONDED BY LEGATT. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

**AYE: CROWE, MAGER, LEGATT
NAY: NONE
MOTION CARRIED**

F. WATAB PARK DISCUSSION

Keller provided contextual background into the overall scope of the project. Keller also explained the increases in cost for the wading pool along with Council's recommendation to bring this back to Planning Commission for discussion. Legatt stated the importance of trying to incorporate various ages into the design. Commission members stated how a splash pad may be able to incorporate various ages more effectively and can even be enjoyed by parents. A wading pool is often limited to those youngest kids. Commission members also stated how the City does not have any Splash pads and how residents travel outside the Community to visit splash pads. Commission members discussed how an enhancement like a Splash pad would offer an amenity in the City that is not currently offered. Commission members also recognize the high usage of this wading pool and how residents do enjoy wading pools so its crucial the City receive public input. Commission members agreed that

3-4 design options should be presented and the public should be able to vote on the preferred design. The outreach should be similar to the outreach done for the playground portion of this project. Therefore, online and in-person surveys should be distributed. Mager mentioned that we should also be cognizant to do outreach at daycare, and childcare centers to ensure the projected users of the amenity will see and vote on the design options. Keller stated the City will follow the similar outreach strategy that was completed with the playground including notifying local schools, churches, and businesses about the survey.

G. PLANNING COMMISSION 101 (PART 1)

Keller presented a PowerPoint to Commission members which provided an overview of Planning Commission roles, responsibilities, along with Planning and Zoning information.

H. ANNUAL REPORT + COMP. PLAN IMPLEMENTATION

Keller summarized the annual report mentioning the top goals/strategies along with highlighting accomplishments from the past year. Keller mentioned that a Joint meeting between all City Commissions and the Council will be called for the April 1st meeting.

OTHER BUSINESS

A. PROJECT UPDATES

Keller updated the Commission on 2020 Census work.

ADJOURN

**A MOTION WAS MADE BY CROWE TO ADJOURN THE MEETING AT 7:39 P.M.
THE MOTION WAS SECONDED BY LEGATT.**

Minutes by:
Nate Keller, City Planner