

Planning Commission
June 28, 2016

Pursuant to due call and notice thereof, a Planning Commission meeting was held on June 28, 2016, at 6:30 p.m. at Sartell City Hall.

MEMBERS PRESENT: Gary Orman, Anna Gruber, Dawn Moen, Abby Legatt

MEMBERS ABSENT: Ryan Fitzthum

OTHERS PRESENT: Colby Warzecha, Student Liaison
Anita Rasmussen, Community Development Director

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

AGENDA REVIEW AND ADOPTION

Orman requested that introduction are made prior to the approval of the meeting minutes.

A MOTION WAS MADE BY MOEN TO APPROVE THE AGENDA AS AMENDED. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: ORMAN, GRUBER, MOEN, LEGATT

NAY: NONE

MOTION CARRIED

Introductions were made.

APPROVAL OF MINUTES OF PREVIOUS MEETING

A MOTION WAS MADE BY MOEN TO APPROVE THE MINUTES OF THE JUNE 6, 2016 REGULAR MEETING. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: ORMAN, GRUBER, MOEN, LEGATT

NAY: NONE

MOTION CARRIED

NEW BUSINESS

VARIANCE – 11 8TH AVENUE SOUTH

Timothy and Josephine Ehle has submitted an application for a variance from the minimum administrative split standards (sections F and G (11-2-16) on the property located at 11 8th Avenue South. The purpose of the request is to obtain a variance so that the 7-acre property would not be required to be preliminary and final platted prior to the issuance of a building permit.

This property had been recently annexed into the City from LeSauk Township (it was an infill lot). The property is surrounded by residential development of which had been previously annexed into the City.

Each zoning district has set standards and procedures, which allow property owners to split their property. Because the subject property is not platted, the conveyance and splitting standards for properties within an R-1 include a minimum lot size of 20 acres. Platting would also require the full payment of all development fees. The intent by the Ehle's is to build one single-family home

on the property. There is no desire at this time to split the property and add more homes. If that changes, the property would be required to be platted with the remaining development fees paid. Conditions of approval contained in the variance are similar to conditions of building for other properties which had been platted and located along the Watab River. Also, development fees have been proposed to be prorated to be in line with the development of one single family lot. They include:

1. Based on Findings of Facts, a variance of up to the 13 acres standard for the conveyance and filing along with the ability to obtain building permits for primary, secondary and accessory structures on the property is hereby granted.
2. House shall be placed no closer to the Watab River than 100 feet.
3. The Applicant shall be responsible for all City costs incurred in administering and enforcing this variance.
4. The current and/or future property owner will be required to preliminary and final plat the property if there is a desire to split or further subdivide the property.
5. An ingress/egress easement for access and utilities, where necessary shall be provided and recorded before the submission of a building permit.
6. That the trimmed driveway be enforced year-round as recommended by the Fire Marshal.
7. Ensure that adequate silt fences are installed to protect Watab Creek and wetland areas from the inadvertent fill.
8. Require that only 10 % of the mature deciduous trees (6 or more inches DBH) on the property can be removed during the construction project. All other setback and alteration of vegetation and topography shall conform with 10-8-9 of the Sartell Zoning Code and Wetland Setback provisions. (The house and driveway footprint along with utility corridors are exempt from the 10%).
9. Require the floodplain elevation to be staked on the property before construction and permitting approval.
10. Require that all drainage from the driveway and other impervious surfaces be graded and diverted to avoid additional drainage into Watab River.
11. Recommend the removal of buckthorn.
12. Recommend siltation fencing at the drip line of specimen trees. If the owner decides to build further south, this may not be necessary. Additional specimen trees can be protected by following measures in the University of Minnesota Extension Booklet, "Protecting Trees from Construction Damage, a Homeowner's Guide," available at www.extension.umn.edu.
13. Development fees are paid before the submittal of a building permit including: Park Dedication - \$978; Sewer Trunk - \$3819, Water Trunk - \$3819 and Storm Trunk - \$6534. If there is a further subdivision of the property, upon platting, the remainder of the trunk fees will need to be paid.
14. The property shall be serviced with City utilities which are readily available to the property unless otherwise determined by the Public Works Director and City Engineer.

A MOTION WAS MADE BY GRUBER TO RECOMMEND APPROVAL OF THE FINDINGS OF FACT FOR THE INTERIM USE PERMIT. MOTION WAS SECONDED BY MOEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: ORMAN, GRUBER, MOEN, LEGATT

NAY: NONE

MOTION CARRIED

A MOTION WAS MADE BY MOEN TO RECOMMEND APPROVAL OF THE VARIANCE. MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: ORMAN, GRUBER, MOEN, LEGATT
NAY: NONE
MOTION CARRIED

COMPREHENSIVE PLAN CONFORMANCE

State Statute requires that the Planning Commission review all land transactions in relationship to their conformity with the Comprehensive Plan (future land use, goals, and strategies).

Lot 1, Block 1 – Pinecone Central Park (34,222 sf)
Outlots D, E, F, H,I,J,K,M,Q,R, Pinecone Central Park (1,405-51,103 sf)
Eastside (Townsite) (13,000 sf)

Commercially Guided City Property: To be repurposed into commercial development.

Lot 1, Block 2, Pinecone Central Park (1.53 acres)
Lot 1, Block 2, City Hall Addition (2.4 acres)
Townsite/Sartell - 2nd Street South (.37 acres)

Through master planning of the Pinecone Regional Park (Bernicks Ice Arena) and Pinecone Central Park, the areas identified have been determined to be excessive property (not for any use by the park or park facilities. The east side lots were going to be a park until the City obtained two nearby parks (East Side Kiddie and Val Smith Park). Terms of the disposal of these properties have not been discussed or approved by the City Council. There will need to be further investigation as to whether or not there is an alternative public use. Orman asked if these parcels would not be needed by the City. Rasmussen confirmed they have been identified as excess.

A MOTION WAS MADE BY GRUBER TO RECOMMEND APPROVAL OF RESOLUTION FINDING THE DISPOSAL OF REAL PROPERTY IN COMPLIANCE WITH THE COMPREHENSIVE PLAN. MOTION WAS SECONDED BY LEGATT. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: ORMAN, GRUBER, MOEN, LEGATT
NAY: NONE
MOTION CARRIED

OTHER BUSINESS

Project Updates

Rasmussen provided updates on the following issues:

- Community Center
- Safe Routes to School Project
- I2 Task Force (Legatt would also serve as a Planning Commission representative)
- Sandstone Village Plat 2 Public Hearing
- Old Sartell Bridge – Pedestrian Bridge and MnDOT Study
- Exception to the I2 Moratorium – DeZurik

ADJOURN

GRUBER MADE A MOTION TO ADJOURN THE MEETING AT 7:05 PM. THE MOTION WAS SECONDED BY MOEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MOEN, ORMAN, GRUBER, LEGATT
NAY: NONE
MOTION CARRIED

Minutes by:
Anita Rasmussen, Community Development Director