Planning Commission
July 6, 2015

Pursuant to due call and notice thereof, a Planning Commission meeting was held on July 6, 2015 at 6:30 p.m. at Sartell City Hall.

MEMBERS PRESENT:	Ryan Fitzthum, Gary Orman, Glenn Persen, Anna Gruber, Dawn Moen, Amelia Barkley (Student Liaison)
MEMBERS ABSENT:	None
OTHERS PRESENT:	Anita Rasmussen, Community Development Director/Assist City Administrator Mike Nielson, City Engineer

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

AGENDA REVIEW AND ADOPTION
Orman requested that a discussion regarding draft meeting minutes be added under old business.

A MOTION WAS MADE BY FITZTHUM TO APPROVE THE AMENDED AGENDA. THE MOTION WAS SECONDED BY PERSEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER
NAY: NONE
MOTION CARRIED

APPROVAL OF MINUTES OF PREVIOUS MEETINGS
A MOTION WAS MADE BY FITZTHUM TO APPROVE THE MINUTES OF THE JUNE 1, 2015 MEETING MINUTES. THE MOTION WAS SECONDED BY PERSEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER
NAY: NONE
MOTION CARRIED

A MOTION WAS MADE BY GRUBER TO APPROVE THE MINUTES OF THE JUNE 16, 2015 MEETING MINUTES. THE MOTION WAS SECONDED BY FITZTHUM. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER
NAY: NONE
MOTION CARRIED

PUBLIC HEARING
Providence Rezoning, Preliminary Plat and Final Plat
Rasmussen provided a review of the rezoning, preliminary plat and final plat requests made by Sartell Development LLC. Staff recommended approval of all requests based on the following preliminary plat and final plat conditions:

Preliminary Plat Conditions:

1. Approval is contingent on TEP/WCA application request (TEP recommended approval based on conditions as outlined in the Natural Resource Management Plan).
2. All provisions as outlined in the Natural Resource Management Plan
Also to the individual lot grading plans required for lots 1-6 and 9-15, in block 5 and lots 1-15 in block 6.
3. Additional screening along all double frontage lots (along 19th Avenue) per the ordinance
4. All engineering (memo dated) issues are resolved. Including no variations in the typical curb design as designed by the City Engineer.
5. Plat will need to be consistent with all fire and building code provisions.
6. Developer will be responsible for all trunk and park charges, security fees, along with all costs associated with the installation of utilities, street and wetland signs, roadways, paths, sidewalks, lights, mailboxes (per the new USPS standards). Storm trunk credit may be determined and granted after any improvements or wetland enhancements are completed and will be applied to the phase five.
7. The properties with wetlands will need to erect signs at the edge of the wetland buffer area to ensure there will not be any encroachment.

Final Plat Conditions:
1. A development sign may be allowed as so long as it is constructed according to city ordinances (size) and materials.
2. Prior to the issuance of a certificate of occupancy, each lot will be required to plant one tree in the front yard based on the City Standards.
3. All of the proposed lots, housing types and/or elevations shall be constructed as proposed. If there is a desire to substantially deviate during the building permit process, the builder/developer will be responsible for obtaining a new grading plan approval from the City (along with application/fees).
4. Wetland delineation and buffer signs, per city code, shall be installed prior to the release of any building permits.
5. This development is subject to trunk storm, water and sewer fees and park as dictated in the Development Agreement. The outlots will be subject to future trunk fees and dedication requirements.
6. Approval is contingent on TEP/WCA application request
7. Temporary easement needed (obtained) for the temporary (bituminous only) emergency turnaround (per Fire Code) at the end of Providence Drive prior to the release of the plat for recording. Temporary hydrant is also required at the end of the emergency turnaround. Private driveways may not be used as the temporary emergency turnaround. The turnaround is subject to the wetland setback/buffer requirements.

Orman opened the public hearing for the preliminary plat request of Providence.

Nestel – Concerned about the traffic speeds and safety on 15th Ave and Cougar Lane (within The Wilds). Would like speed minimized through the Wilds.

Perske – Wanted to ensure the 50 foot easement was in place for the protected waterbody. Asked if there will be a trail through the wetlands proceeding north. Concerned about 19th Avenue and that the current construction does not meet the current needs.

Loebel – Concerned about the existing traffic speeds and safety on 15th Ave and Cougar Lane. Would like stop signs installed. Would like the developer to pay for any damage to the existing roads.

Ferns –Concerned about the existing condition of the public parks in The Wilds, they should be maintained better. Hopes that any park dedication obtained may assist in those efforts. Concerned about his landlocked property and gaining access in the future.

Blaine – Asked about all the reports generated for this development, and if there is satisfaction in the quality of the reports.

Sartell Development LLC (Developer) – The cul-de-sacs were proposed to reduce the amount of impact to the vegetation the plan was hoping to preserve. Opposed to any phasing restrictions or a change in the layout because the current layout was a collective discussion and agreement by staff and that if it were to be modified, the project would be financially unfeasible. Agrees on the necessity of having 15th Street North constructed.

Orman closed public hearing.

Orman and Fitzthum expressed concern over the amount of traffic that will have to use 19th Avenue, which is believed to be over capacity at this point.

Fitzthum commented that the proposed cul-de-sacs do not meet the intent of the subdivision code due to the fact that the ends could easily be joined by one street (they are unnecessary). Fitzthum further asked why the developers changed their layout from what was first submitted.

Fitzthum commented that he believed this to be a great development, but there should be pressure on the City to move the important collector roadway (15th Street N).

Moen asked about the locations of the sidewalks and if the developers had any conversations regarding the school's preference on cul-de-sacs.

Gruber asked if each final plat or phase will come before the Planning Commission. Rasmussen confirmed.

Persen asked about the distance from the sidewalks to the back of curb. Asked how the setbacks compare to the Celebration development. Rasmussen said the front setback request was the same.

Orman suggested that the 2013 traffic counts should be updated and do not reflect the current traffic situation.

A MOTION WAS MADE BY FITZTHUM, TO RECOMMEND APPROVAL OF THE FINDINGS OF FACT SUPPORTING THE REZONING REQUEST. THE MOTION WAS SECONDED BY MOEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

A MOTION WAS MADE BY FITZTHUM, TO RECOMMEND APPROVAL OF THE REZONING ORDINANCE AND SUMMARY ORDINANCE. THE MOTION WAS SECONDED BY MOEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

A MOTION WAS MADE BY FITZTHUM, TO RECOMMEND THE APPROVAL THE PRELIMINARY PLAT WITH THE FOLLOWING ADDITIONAL CONDITIONS OF APPROVAL:

1. That the 11th Court and Providence Court cul-de-sac's be connected, eliminating the two cul-de-sacs.
2. Phases 4-6 will not be able to proceed until after the 15th Street North connection is made from Pinecone Road to 19th Avenue.

THE MOTION WAS SECONDED BY GRUBER UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

A MOTION WAS MADE BY GRUBER, TO RECOMMEND THE APPROVAL OF THE FINAL PLAT WITH CONDITIONS OUTLINED IN THE RESOLUTION. THE MOTION WAS SECONDED BY FITZTHUM UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER
NAY: ORMAN
MOTION CARRIED

The dissenting vote (Orman) was due to his concern regarding the impact this development will make on the surrounding area. We should have all roads in place before we add additional development.

PUBLIC HEARING

Yarmon/Diverse Properties of Sartell, LLC/Katterhagen Land Use Amendment and Rezoning.

Loren and Jane Yarmon, Diverse Properties of Sartell,LLC and Linus and Barbara Katterhagen, owners of the properties located east of 1st Ave E. and between have requested the approval of a land use amendment of seven adjacent and vacant or unoccupied (former gas station) properties from General Business to Medium Density Residential (0-10 units per acre) along with a rezoning request from B-2 (General Business) to R-3 (Multifamily Residential).

With the exception of the former gas station property, all of the properties have remained vacant with virtually no interest in general commercial development due to the size of the lots and their distance from a significant intersection. The property owners feel that the change in land use and rezoning will facilitate much needed new development and provide a far better transition of uses

from the current demolition site (and rail-line) to the current single family lots surrounding the properties to the north and east.

Orman opened the public hearing for the preliminary plat request of Providence.
Kubat – lives ½ block away from the proposed changes and suggested that the property not allow apartments. Town homes or twin homes would be appropriate. Requested that the roadways to 1st Avenue North not be vacated in the future.

Illies Sr. – Representing Diverse properties provided background on the properties. Has been unable to develop the property as commercial and seeking a higher and more appropriate use for the property. They do not want to vacate any of the roadways. May consider vacating some of the interior alleys in the future. Proposing to keep the use to a two story apartment. Not interested in developing condos or townhomes.

Yarmon = Representing himself shared that there is minimal, if any, contamination on the former gas station site. Any redevelopment of the site would be towards state and local rules including the removal of the tanks and a phase 2 study.

Orman closed the public hearing.

A MOTION WAS MADE BY FITZTHUM, TO RECOMMEND APPROVAL OF THE FINDINGS OF FACT SUPPORTING THE LAND USE AMENDMENT REQUEST. THE MOTION WAS SECONDED BY PERSEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

A MOTION WAS MADE BY FITZTHUM, TO RECOMMEND APPROVAL OF THE LANDUSE AMENDMENT. THE MOTION WAS SECONDED BY PERSEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

A MOTION WAS MADE BY FITZTHUM, TO RECOMMEND APPROVAL OF THE FINDINGS OF FACT SUPPORTING THE REZONING REQUEST. THE MOTION WAS SECONDED BY MOEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

A MOTION WAS MADE BY FITZTHUM, TO RECOMMEND APPROVAL OF THE REZONING ORDINANCE AND SUMMARY ORDINANCE. THE MOTION WAS SECONDED BY PERSEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

NEW BUSINESS

Subdivision Ordinance Amendment

Rasmussen requested a recommendation related to extending the currently cul-de-sac length from 650 feet to 750 feet to be consistent with fire code regulations.

Fitzthum asked if there is a typical length of cul-de-sacs. Rasmussen explained it varys in other communities. The amendment is being requested to keep consistent standards across the city's codes.

A MOTION WAS MADE BY ORMAN, TO RECOMMEND APPROVAL OF THE SUBDIVISION ORDINANCE AMENDMENT AND SUMMARY ORDINANCE. THE MOTION WAS SECONDED BY PERSEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, GRUBER, ORMAN
NAY: NONE
MOTION CARRIED

OLD BUSINESS

Orman asked for an update relative to providing the Council draft Planning Commission meeting minutes. Rasmussen said she would expand the recommendation section of the Commission to include more statements made and include public testimony if a public hearing was held.

OTHER BUSINESS

Rasmussen provided updates on the following issues:

- Solar Ordinances
- LeSauk Drive Transportation Study
- Pinecone Road update

ADJOURN

A MOTION WAS MADE BY FITZTHUM TO ADJOURN THE MEETING AT 8:25 P.M. THE MOTION WAS SECONDED BY MOEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER
NAY: NONE
MOTION CARRIED

Minutes by:
Anita Rasmussen, Community Development Director