

**Planning Commission**  
**May 4, 2015**

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Pursuant to due call and notice thereof, a Planning Commission meeting was held on May 4, 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**

As requested by the developer and applicant, item 3A (1-3) shall be removed and postponed to the June 1, 2015 Planning Commission meeting.

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

**AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER**

**NAY: NONE**

**MOTION CARRIED**

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

**A MOTION WAS MADE BY MOEN TO APPROVE THE MINUTES OF THE APRIL 6, 2015 MEETING MINUTES. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER**

**NAY: NONE**

**MOTION CARRIED**

**NEW BUSINESS**

**FINAL PLAT – AVALON VILLAGE 9**

Dean Croat is requesting the approval of an 18 single-family lot development. Setbacks proposed – Front 30', side 10', street side 30', rear 30'. Sidewalks on the southerly side of 4<sup>th</sup> Street and on the outer edge of Avalon Circle Loop. Interior trail connection from 3<sup>rd</sup> street to 4<sup>th</sup> Street.

The applicant modified the roadway plan from the original preliminary plat, which will facilitate the required 4<sup>th</sup> Street construction (requirement from Avalon 8). There are a number of existing/planned storm ponds, along with wetlands on the property. There appears to be a number of lots with house pads bumping up right to the easement lines (unbuildable) which would render the inability to construct a

patio, deck or any other structure on the rear of the home. Of specific concern is Lot 4, Block 4. (block 3 on the grading plan)

Generally consistent with the preliminary plat. Conditions of approval include:

1. This final plat is subject to the subdivision standards approved in 2014.
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, driveway entrances, housing types and elevations shall be constructed as proposed. If there is a desire to 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 sign, 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 as dictated in the Development Agreement. The outlot will be subject to future trunk fees and dedication requirements. The grading plan within the outlot does not constitute approval for the lot configuration.
6. Easement lines (for wetlands and storm ponds) shall be a minimum of 20 feet from the principal structure.
7. All Engineering issues are resolved (See letter dated April 27, 2015)
8. Reconfigure lot 4, lot 4 to ensure a minimum of 20 feet between the home and the rear easement line.

Fitzthum asked about the fire lane and if 4<sup>th</sup> Street would be replacing that lane. Rasmussen confirmed it would.

Fitzthum shared his concern regarding 18 more homes and residents utilizing an already congested 19<sup>th</sup> Avenue.

Persen asked if there will be any concerns regarding continuous sump pump activity. Nielson suggested that with the new engineering standards, sump pump usage should go down.

**A MOTION WAS MADE BY FITZTHUM, TO APPROVE THE FINAL PLAT AND DEVELOPMENT AGREEMENT WITH CONDITIONS OUTLINED IN THE RESOLUTION. THE MOTION WAS SECONDED BY MOEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

#### **REZONING – 331 4<sup>TH</sup> AVENUE SOUTH**

The Perfect Fit, LLC, along with JK Self Storage LLC are requesting the approval of a rezoning of property from I-1 (Light Industrial) to B-2 (General Business) on the property generally identified as 331 4<sup>th</sup> Avenue South. The purpose is to allow the ability to run a fitness gym in the existing building. Fitness gyms are not currently allowed in light industrial zoning districts.

The property is guided for light industrial according to the future land plan. However, property directly to the north of this property is guided and zoned for general business.

Persen inquired about the physical characteristics of the site including parking and access.

**A MOTION WAS MADE BY GRUBER, TO APPROVE THE FINDINGS OF FACT SUPPORTING THE REZONING OF PROPERTY FROM H1 TO B-2. THE MOTION WAS SECONDED BY FITZTHUM UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER**

**NAY: NONE**

**MOTION CARRIED**

**A MOTION WAS MADE BY PERSEN, TO APPROVE THE ORDINANCE REZONING PROPERTY FROM H1 TO B-2. THE MOTION WAS SECONDED BY MOEN UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER**

**NAY: NONE**

**MOTION CARRIED**

### **OLD BUSINESS**

None

### **OTHER BUSINESS**

Rasmussen provided updates on the following issues:

- Chataeu Waters
- Community Center Input
- Pinecone Road
- Town Square Planning – St. Francis Master Planning
- Solar Garden
- LeSauk Drive Transportation Study

Orman requested contact information for all the Planning Commission members. Rasmussen said she would email that information out, but suggested that the Commission members be mindful of any potential open meeting law issues.

### **ADJOURN**

**A MOTION WAS MADE BY MOEN TO ADJOURN THE MEETING AT 7:20 P.M. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: FITZTHUM, PERSEN, MOEN, ORMAN, GRUBER**

**NAY: NONE**

**MOTION CARRIED**

Minutes by:  
Anita Rasmussen, Planning Director