

**Joint Planning Commission
January 3, 2007**

Pursuant to due call and notice thereof, a regular Joint Planning Commission meeting was held on January 3, 2007 at 6:30 p.m. at Sartell City Hall.

MEMBERS PRESENT: Ron Naber, Mark Bromenschenkel, Robin Froelich Tom Beutel, Jerry Hettwer and Sandy Cordie

MEMBERS ABSENT: None

OTHERS PRESENT: Anita Rasmussen, City Planner
Therese Haffner, Planning Intern
Rebecca Wicklund, Recording Secretary
Brian Davies, City Engineer

Tom Beutel called the meeting to order at 6:31 p.m.

AGENDA REVIEW AND ADOPTION

Anita reviewed the revised agenda that was presented to the commission before the meeting.

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

AYE: HETTWER, CORDIE, BEUTEL, FROELICH, BROMENSCHENKEL, NABER

NAY: NONE

MOTION CARRIED

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A MOTION WAS MADE BY NABER TO APPROVE THE MINUTES OF THE DECEMBER 6, 2007 MEETING. THE MOTION WAS SECONDED BY BROMENSCHENKEL. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: CORDIE, FROELICH, BROMENSCHENKEL, NABER

NAY: NONE

ABSTAIN: BEUTEL, HETTWER

MOTION CARRIED

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON 2007

Ron Naber nominated Tom Beutel as the 2007 Chairperson. Robin Froelich seconded the motion.

Jerry Hettwer nominated Robin Froelich as the 2007 Chairperson. Tom Beutel seconded that motion.

Upon vote being taken the voting showed as: all favor for Tom Beutel: Froelich, Cordie, Naber
All Favor for Robin Froelich: Bromenschenkel, Beutel, Hettwer

Due to a tie in the voting, the commission decided to flip a coin for positions. Robin Froelich won the coin toss thus elected as 2007 Chairperson.

Ron Naber nominated Tom Beutel for Vice-Chairperson. Jerry Hettwer seconded the nomination. Upon vote being taken the following voted:

Aye: Bromenschenkel, Froelich, Naber, Cordie, Hettwer

Nay: None

Abstain: Beutel

REZONING – CASH PROPERTY

Anita Rasmussen presented the re-zoning request by Jesse Cash to rezone Parcel A of her property to R-1. Apparently this property was not zoned properly when the existing house was placed on the property. This rezoning would bring this plat of land into the proper zoning to allow the homeowners to refinance their loan.

A MOTION WAS MADE BY BEUTEL TO APPROVE THE FINDINGS OF FACT. THE MOTION WAS SECONDED BY BROMENSCHENKEL. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: BROMENSCHENKEL, FROELICH, NABER, CORDIE, HETTWER, BEUTEL

NAY: NONE

MOTION CARRIED

A MOTION WAS MADE BY HETTWER TO APPROVE THE ORDINANCE. THE MOTION WAS SECONDED BY BROMENSCHENKEL. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: BROMENSCHENKEL, FROELICH, NABER, CORDIE, HETTWER, BEUTEL

NAY: NONE

MOTION CARRIED

SITE PLAN APPROVAL – OAK RIDGE COMMON

Therese presented the site plan request from Goulet Land Company for Oak Ridge Commons Twin Homes.

Therese stated the following five recommendations and added the other two during her presentation.

1. Adjust the placement of the building on Block 2, lots 9 and 10 over two feet to the west to meet the side/street/corner ordinance setback.
2. Hydrants will be placed on along all public streets with a maximum spacing of 550’.
3. Chapter 14 of the MSFC will govern fire safety during construction.
4. A Land Disturbance Permit application will need to be submitted for approval prior to issuance of a building permit.
5. Engineering comments are met.
6. Flood lights are removed from the plan and decorative lights installed.
7. Contractor landscaping along Pine Cone Road be installed before the first building permits along Pine Cone Road are issued.

A MOTION WAS MADE BY BROMENSCHENKEL TO APPROVE THE SITE PLAN FOR Oak Ridge COMMONS. THE MOTION WAS SECONDED BY NABER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: BROMENSCHENKEL, FROELICH, NABER, CORDIE, HETTWER, BEUTEL

NAY: NONE

MOTION CARRIED

OTHER BUSINESS

Special meeting reminder on January 16th at 6:30 at the Boy Scout building with the Sartell City Council.

Anita is looking for an EA Transportation study representative: Robin Froelich volunteered to be the planning representative. Mark Bromenschenkel also expressed interest in this position. Anita will check on the possibility of having a volunteer and an alternate serve on this board.

The 2006 Draft Planning and Community Development Department Report have been given to the commission for preliminary review. Anita and Therese would like any preliminary comments back from the commission within the next few weeks.

ADJOURN

A MOTION WAS MADE BY HETTWER TO ADJOURN THE MEETING AT 7:10 P.M. THE MOTION WAS SECONDED BY BEUTEL. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: BEUTEL, FROELICH, HETTWER, NABER, BROMENSCHENKEL, CORDIE

NAY: NONE

MOTION CARRIED

Minutes by:

Rebecca Wicklund
Recording Secretary