

**Joint Planning Commission  
June 7, 2006**

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Pursuant to due call and notice thereof, a regular Joint Planning Commission meeting was held on June 7, 2006 at 6:30 p.m. at Sartell City Hall.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Anita Rasmussen, City Planner  
Carla Chapman, Associate Planner  
Rebecca Wicklund, Recording Secretary  
Mike Nelson, City Engineer

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

**AGENDA REVIEW AND ADOPTION**

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

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

**NAY: NONE**

**MOTION CARRIED**

Ron Naber arrived at 6:33 p.m.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**A MOTION WAS MADE BY BROMENSCHENKEL TO APPROVE THE MAY 3, 2006 MINUTES. THE MOTION WAS SECONDED BY FROELICH. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

**NAY: NONE**

**ABSTAIN: CORDIE**

**MOTION CARRIED**

**TITLE 10, CHAPTER 22 – ENVIRONMENTALLY SENSITIVE ORDINANCE**

Anita presented to the commission an overview of the draft of the Chapter 22 Environmentally Sensitive Ordinance. She noted the one change made to 10-22-11 by the city attorney. She also noted that the park commission and the economic development commission have already approved the ordinance to be presented to the Sartell City Council.

**A MOTION WAS MADE BY HETTWER TO APPROVE THE AMENDMENTS TO THE ZONING ORDINANCE. THE MOTION WAS SECONDED BY FROELICH. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

**NAY: NONE**

**MOTION CARRIED**

**SITE PLAN – PINE LAKES APARTMENT**

Anita explained to the commission that she hasn't received any revisions from the applicant which would show that this proposed site plan would meet current zoning regulations. Therefore, due to time review restraints the planning commission will need to take action on this site plan.

**A MOTION WAS MADE BY BROMENSCHENKEL TO APPROVE THE SITE PLAN OF PINE LAKES APARTMENT. THE MOTION WAS SECONDED BY HETTWER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: NONE**

**NAY: BROMENSCHENKEL, HETTWER, BEUTEL, CORDIE, NABER, FROELICH**  
**MOTION DENIED**

**SITE PLAN – SARTELL MIDDLE SCHOOL**

Carla reviewed the site plan request for Sartell Middle School. This request is for a proposed concession and bathrooms outside the existing football field.

Mike reviewed to the council the engineering items involved with this plan.

Steve Wruck representing the Sartell School District stated that all the items mentioned have been or will be taken care of before the building of the site.

Staff had the following recommendations:

1. A lighting plan must be submitted if there is intent for additional lighting. (Mr. Wruck stated that they won't be putting up any additional lighting on the site, however, there will be security lights on each corner of the building.)
2. All areas surrounding the building shall be grass.
3. The building shall be moved to the west to accommodate the exiting drainage.
4. The building should be moved to the south to avoid damaging existing drive.
5. Approval of the utility and drainage plan including: water and sewer, and slab and footing elevations.
6. Submittal of a grading plans to show drainage.
7. All utility and drainage issues must be resolved.
8. The unmetered drinking fountain must be eliminated.
9. Erosion control BMP's will need to be implemented prior to starting construction.
10. A Land Disturbance Permit application will need to be submitted for approval prior to issuance of a building permit.

**A MOTION WAS MADE BY HETTWER TO APPROVE THE SITE PLAN FOR SARTELL MIDDLE SCHOOL BASED ON RECOMMENDATIONS 1-10. THE MOTION WAS SECONDED BY BROMENSCHENKEL. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

**NAY: NONE**

**MOTION CARRIED**

**SITE PLAN - MCDONALDS**

Carla presented the Site Plan request from McDonalds for the remodel and addition of their current building.

Carla stated that the lights on the property must be changed to be parallel with the ground. As of right now, it is not in compliance with the current lighting ordinance.

Eric Kelly representing the McDonalds Corporation asked if a lighting plan would still need to be submitted since they aren't adding any additional lights. Anita stated that since no lights were being added to the building or parking lot, no plan needs to be submitted, however they will be required to fix the current lights that are on the property to meet current lighting codes.

**A MOTION WAS MADE BY HETTWER TO APPROVE THE SITE PLAN WITH THE APPROVAL THAT THE EXISTING LIGHTING MEETS THE CURRENT LIGHTING REGULATIONS. THE MOTION WAS SECONDED BY BROMENSCHENKEL. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: HETTWER, NABER, BEUTEL, NABER, CORDIE, BROMENSCHENKEL.  
NAY: NONE  
MOTION CARRIED**

### **FINAL PLAT – SIERRA COVE**

Carla presented the final plat request for Sierra Cove (formally Creek Side). Carla stated the following recommendations:

1. The easement over the wetlands should be extended over the buffer areas and that there should be signage on the mitigated wetlands per ordinance.
2. A 20 foot drainage and utility easement located on the Northern portion of Lot 2, Block 1 and lots 1 and 9, Block 2.
3. Understanding that the extension of the sanitary sewer and water main east to pipelines on City of Sartell property is developers' responsibility.
4. Preparation of an easement for the sewer and water utilities on corner lot of plat.
5. Any other additional engineering comments are resolved.
6. A maintenance plan for the signage shall be submitted for review.
7. Sierra Court East needs to be changed to Sierra Court.
8. The triangle of property located to the South of Outlot A needs to be labeled as Outlot C.

**A MOTION WAS MADE BY BROMENSCHENKEL TO APPROVE THE FINAL PLAT AND DEVELOPMENT AGREEMENT FOR SIERRA COVE WITH STAFF RECOMMENDATIONS. THE MOTION WAS SECONDED BY NABER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: HETTWER, NABER, FROELICH, CORDIE, BROMENSCHENKEL, BEUTEL  
NAY: NONE  
MOTION CARRIED**

### **FINAL PLAT – FERCHE PLAT 6**

**A MOTION WAS MADE BY HETTWER TO TABLE THE FINAL PLAT-FERCHE PLAT 6. THE MOTION WAS SECONDED BY BROMENSCHENKEL. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: HETTWER, NABER, FROELICH, CORDIE, BROMENSCHENKEL, BEUTEL  
NAY: NONE  
MOTION CARRIED**

### **VARIANCE AND CUP REQUEST – SHEETS PROPERTY – LESAUK TOWNSHIP**

Ron Naber presented the variance and cup request for the Sheets Property. Ron stated that in their variance request, they didn't know the distance of the variance that they would need.

The commission agreed that without an exact measurement, they would be unable to consider a variance on this property.

Robin Froelich stated that in order to receive a variance, the applicant needs to prove hardship on the property. However, since there is currently no home on this property, the owners would only be putting the home on the property and creating their own hardship.

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

**AYE: NONE  
NAY: HETTWER, FROELICH, CORDIE, BEUTEL  
ABSTAIN: BROMENSCHENKEL, NABER  
MOTION DENIED**

**A MOTION WAS MADE BY HETTWER TO APPROVE THE CUP TO MOVE THE HOUSE ONTO THE SHEETS PROPERTY. THE MOTION WAS SECONDED BY FROELICH. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: NONE  
NAY: HETTWER, FROELICH, CORDIE, BEUTEL  
ABSTAIN: BROMENSCHENKEL, NABER  
MOTION DENIED**

**OTHER BUSINESS**

Reminder of June 21, 2006 meeting.

**ADJOURN**

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

**AYE: BROMENSCHENKEL, HETTWER, NABER, FROELICH, CORDIE, BEUTEL  
NAY: NONE  
MOTION CARRIED**

**MINUTES BY:**

**Rebecca Wicklund,  
Recording Secretary**