

**Joint Planning Commission  
October 4, 2006**

---

Pursuant to due call and notice thereof, a regular Joint Planning Commission meeting was held on October 4, 2006 at 6:30 p.m. at Sartell City Hall.

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

**MEMBERS ABSENT:** Mark Bromenschenkel

**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 6:34 p.m.

**AGENDA REVIEW AND ADOPTION**

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

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

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**A MOTION WAS MADE BY HETTWER TO APPROVE THE SEPTEMBER 6, 2006 MINUTES. THE MOTION WAS SECONDED BY NABER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

Robin Froelich arrived at 6:36 p.m.

**DEVELOPMENT SCENARIO REVIEW – HIGHWAY 15 AUAR AREA**

John Shardlow and Sierra Schlichting from DSU presented to the commission a review of the upcoming AUAR process regarding the Highway 15 land area and steps that would need to be made at tonight's meeting.

A question and answer time was made between the commission and Mr. Shardlow after his presentation.

Sandy Cordie stated that she would like more time to review the information given to them at tonight's meeting to make a final decision. The commission concluded the same.

**A MOTION WAS MADE BY CORDIE TO TABLE THE APPROVAL OF THE AUAR SCENARIOS UNTIL A LATER DATE WHEN THE COMMISSION HAS THE OPPORTUNITY TO REVIEW ALL THE COMMENTS MADE BY THE PUBLIC AT TONIGHTS OPEN HOUSE AND THE SENARIOS CAN BE FULLY REVIEWED BY THE COMMISSION. THE DATE SET FOR THIS ACTION WOULD BE OCTOBER 16, 2006 AT 5:00 P.M. THE MOTION WAS SECONDED BY HETTWER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

## **SITE PLAN – HERITAGE PLACE APARTMENT**

Therese Haffner presented the site plan for Heritage Place Apartments located off of 7<sup>th</sup> Avenue South in the Heritage Place development. Two 69-unit apartment buildings are being proposed. Therese presented the following recommendations:

1. A Dama Key Box will be required on each building for emergency access per location of the local Fire Marshal.
2. According to size of buildings, there are not enough hydrants shown on this plan. Hydrants will be placed along all public streets with a maximum spacing of 500'. Plans showing on-site hydrants, fire suppression and fire detection systems need to be submitted to the State Fire Marshals office and local Fire Marshal.
3. Chapter 14 of the MSFC will govern fire safety during construction.
4. This building will be considered full NFPA 13 sprinkler system so no access road will be required.
5. A Land Disturbance Permit application will need to be submitted for approval prior to issuance of a building permit.
6. Park dedication requirements are paid prior to the issuance of a building permit.
7. It is recommended that the center of the entrance to the apartment building from 7<sup>th</sup> Street South be revised to match in with the center of roadway for Brianna Drive.

**A MOTION WAS MADE BY HETTWER TO APPROVE THE SITE PLAN FOR HERITAGE PLACE APARTMENTS WITH THE ABOVE COMMENTS. THE MOTION WAS SECONDED BY FROELICH. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

**NAY: NONE**

**MOTION CARRIED**

## **PUD/CUP AMENDMENT – SILVERCREST PROPERTIES**

Anita presented the Conditional Use Permit Amendment for SilverCrest Properties, LLC. Dave Anderson representing the developers was present for discussion. SilverCrest Properties, LLC would like to amend the Conditional Use Permit that was original granted on July 23, 2001. The part proposed to be amended concerns the westerly 10 (+/-) acres which would be amended from higher density residential to medical and professional office use. Phase 1 (the westerly most 4 acres) would consist of approximately 51,000 square feet of medical and professional office space (3 buildings). Phase 2 (central 6 acres) would be a continuation of Phase 1 that being comprised of 60,000-80,000 square feet of medical and professional office space.

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

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

**NAY: HETTWER**

**MOTION CARRIED**

Anita would like to amend the height restriction to be consistent with the comprehensive design zone height standards.

**A MOTION WAS MADE BY FROELICH TO APPROVE THE CUP/PUD AMENDMENT WITH THE CONDITION OF TWO STORIES OR 36 FEET UNLESS THE DEVELOPER CAN SUBDIVIDE THE LOT INTO A TWO-ACRE MINIMUM AND THEN A THREE STORY BUILDING WOULD BE ALLOWED BY CITY CODE. THE MOTION WAS SECONDED BY NABER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

**NAY: HETTWER**

**MOTION CARRIED**

**OTHER BUSINESS**

Bio-science information.

Public open house October 24 regarding sales tax information and ballot questions.

Traffic concerns on 7<sup>th</sup> Street North.

**ADJOURN**

**A MOTION WAS MADE BY CORDIE TO ADJOURN THE MEETING AT 8:17 P.M. THE MOTION WAS SECONDED BY NABER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

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

**NAY: NONE**

**MOTION CARRIED**

Minutes by:

Rebecca Wicklund  
Recording Secretary