

PROCEEDINGS OF THE ST. CLOUD PLANNING COMMISSION

A meeting of the St. Cloud Planning Commission was held on Tuesday, May 12, 2015, at 6:00 p.m. in the City Hall Council Chambers.

ROLL CALL: Members present were Anderson, Ballantine, DeVine, Larson and Radaich. Andzenge was absent. City Council representative Goerger was present. Staff present were Matt Glaesman and Ashley Skaggs.

OPEN FORUM: No one was present to speak.

Consent Agenda:

APPROVAL OF STAFF REPORTS FOR MAY 12, 2015 AS PART OF THE OFFICIAL RECORD

ACTION TAKEN: Anderson/DeVine/Approved (5-0)

APPROVAL OF MINUTES FROM THE APRIL 14, 2015 PLANNING COMMISSION MEETING

ACTION TAKEN: DeVine/Radaich/Approved (3-0-2, Anderson and Ballantine abstained)

New Business:

INTERSTATE BUSINESS PARK PLAT FIVE / COBORN'S INCORPORATED

ACTION TAKEN: DeVine/Ballantine/Approved (5-0)

Glaesman explained a request to 'replat' a portion of Interstate Business Park Plat Two to create two lots; with the larger of the two lots proposed to be approximately 15.6 acres and the smaller lot 11.5 acres. Staff recommends approval of the plat subject to comments from the Engineering Department.

DeVine made a motion to approve the plat request. The motion was seconded by Ballantine and carried unanimously.

VAC-2015-01 / SAM DELEO ON BEHALF OF D & J FERKINHOFF, LLC AND FRITZ PROPERTIES / 305 FRANKLIN AVE NE AND 520 & 540 APOLLO AVE NE

ACTION TAKEN: Anderson/Ballantine/Approved (5-0)

Glaesman explained a request to vacate a 5' wide drainage and utility easement that parallels the western lot line of Lot 2, Block 1, D & J Ferkinhoff Plat and a 10' wide utility easement that parallels the eastern property line of Lots 1 and 2, Block 2, Apollo Industrial Park. Elimination of the easements will allow the property owners to subdivide the lot in the center of the block without the easement crossing the properties. There are no city utilities within the easements proposed to be vacated. Staff recommends approval of the vacation subject to comments from the Engineering Department.

Anderson made a motion to approve the vacation request. The motion was seconded by Ballantine and carried unanimously.

VAC-2015-02 / ROOSEVELT BOYS & GIRLS CLUB OF CENTRAL MN / 345 30TH AVE N

ACTION TAKEN: DeVine/Radaich/Approved (4-0-1, Larson abstained)

Larson stated he would abstain from discussion and voting on this item.

Glaesman explained a request to vacate a 66' wide utility easement located on Lot 1, Block 1, Boys and Girls Club Roosevelt Park to accommodate a building addition. There is an existing sanitary sewer pipe in the center of the easement, a water main, and a storm water drainage line that connects to the Roosevelt School property to the south. The applicant is proposing to construct an addition to the west side of the existing building, which would cover the entire width of the easement and underground utilities. The applicant has also submitted a proposed 30' wide easement that would go around the west side of the proposed building addition and accommodate a rerouted water main. Staff is supportive of the request subject to the recording of a replacement utility easement and comments from the Engineering Department.

Anderson asked if the applicant had any issues with the conditions. Dan Tideman of GLT Architects stated that there are no issues with the requirements from the city. DeVine made a motion to approve the vacation request. The motion was seconded by Radaich and carried (4-0-1, Larson abstained).

REVIEW OF NOTIFICATION REQUIREMENTS FOR PUBLIC HEARINGS RELATED TO LAND USE ACTIONS
ACTION TAKEN: None

Glaesman explained that the Zoning Board of Appeals approved a resolution at their April 2015 meeting requesting the Planning Commission and City Council consider the potential inclusion of tenants (residents and business) in the mailed public hearing notices. The ZBA's concern is that non-property owners may have an interest in a potential land use action and are not aware of the request. Currently the city uses three different methods of notifying the public regarding land use applications: published notice in the local paper, mailed notices to property owners within 500' of the subject property, and the posting of a sign on the property. The City's master database does not maintain the name or mailing address of residential or commercial tenants. The database also does not contain data on apartment, suite or unit identifiers. This creates a significant challenge to staff to obtain this information.

Commissioners discussed at length the possibilities of notification requirements. Commissioners agreed to direct staff to develop language for a policy change that would reflect changes in the notification letter urging property owners to notify all tenants of the pending land use action and a change in signage requirement if a property has multiple frontages, etc.

REVIEW OF LDC PROVISION ALLOWING TWO DWELLING UNITS ON SINGLE ZONING LOTS WITHIN THE CITY'S AG AND RR DISTRICTS
ACTION TAKEN: Ballantine/DeVine/Call for Public Hearing (5-0)

Glaesman explained that the Land Development Code (LDC) permits two single family detached homes or a two family dwelling on every zoning lot within the City's Agricultural (AG) and Rural Residential (RR) Districts. The AG and RR districts were added to the former Zoning Ordinance between 1970 and 1987. Staff believes this allowance is no longer needed and recommends amending the LDC to eliminate the possibility of adding a second dwelling unit to a zoning lot within the AG and RR districts.

Anderson asked about merging the AG and RR districts with another zoning district. Glaesman stated there is still a need for both districts, but the time will come when they are no longer necessary. Ballantine made a motion to direct staff to prepare language and call for a public hearing to amend the LDC. The motion was seconded by DeVine and carried unanimously.

PLANNING & ZONING DEPARTMENT WORK PROGRAM

ACTION TAKEN: None

Glaesman explained that the City’s annual budgeting process will start in the coming months. The Planning & Zoning Department generates an annual work program that reflects the current year’s tasks as well as guides the future budgeting process. Staff is seeking general discussion and direction regarding the 2016 budget preparation.

Commissioners agreed to move forward with a generalized budget plan until the Comprehensive Plan Update is complete. Anderson noted a potential project for a future work program that includes a maintenance plan for trails.

Other Business:

ACTION TAKEN: None

Glaesman noted that Houseal Lavigne will return in June/July with a summary of comments from the visioning sessions. This will lead into an October/November adoption of the Comprehensive Plan.

Anderson asked about an allowance for solar paneling within the Land Development Code. Glaesman stated that solar panels have generally fallen under the accessory structure provision and are accepted as long as they meet the building code requirements.

Anderson noted that St. Bonifacius has banned drones and asked if there had been consideration for this within the City of St. Cloud. Glaesman stated he is not aware of any consideration, but staff will research to see what other communities are doing.

Anderson noted a recent placemaking meeting and asked about the possibility of dedicating funding towards public art. Glaesman stated that discussions are taking place and will be considered during the next budgeting process.

Adjournment: There being no further business, the meeting was adjourned at 6:54 p.m.