

MINUTES OF PLANNING COMMISSION MEETING

April 24, 2017

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 24<sup>th</sup> day of April, 2017 at 6:30 PM

**THE FOLLOWING MEMBERS WERE PRESENT:** Commissioner Ferris, Commission Sannes, Commissioner Tinsley and Commissioner Zelinske, Commissioner Torkelson and Commissioner Borgstrom.

**THE FOLLOWING WERE ABSENT:** Commissioner Burton arrived at 7:02PM

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Coleman, City Clerk Rappe, Rich Massey of Massey Surveying

**CALL TO ORDER:** Commissioner Ferris called the meeting to order at 6:28 PM.

**MINUTES OF PREVIOUS PLANNING COMMISSION MEETING: Motion to Approve the March 13, 2017 minutes made by Commissioner Tinsley, second by Commissioner Zelinske with all voting Aye.**

**PUBLIC HEARINGS:**

**Public Hearing for Leth Final Plat**

Administrator Coleman stated that the City Engineer has reviewed the plan and a preconstruction meeting has been held and this is a formality to send the final plat to City Council.

Public Hearing Opened.

Rich Massey stated that David Martin and City Engineer Theobald have made the required changes to the plan.

Public Hearing Closed

**Motion to Recommend Approval of the Resolution made by Commissioner Zelinske, second by Commissioner Sannes with all voting Aye.**

**Public Hearing – Massey Minor Subdivision** – Administrator Coleman asked the Planning Commissioners if this is an appropriate use of the minor subdivision.

Public Hearing Opened

Rich Massey, Massey Surveying, stated that this is an odd piece of property. The plan is to sell the house and in the future to develop the rest of the property for residential. Commissioner Borgstrom stated that we have seen this property before but nothing became of those plans. Commissioner Zelinske asked if the house is sold is there a design for an entrance off 16<sup>th</sup> for the potential new houses. Mr. Massey stated the lots on 5<sup>th</sup> Ave would have entrances on 5<sup>th</sup> Ave just like all of the others on 5<sup>th</sup> Ave and there could be a shared drive off of 16<sup>th</sup> St for the other two lots. Commissioner Borgstrom asked if the house and other lots meet the setbacks and zoning code. Commissioner Zelinske stated that he doesn't have a problem with this and if this spurs development and growth he is all for it. Commissioner Borgstrom agreed with Commissioner Zelinske. Administrator Coleman restated that this is only a minor subdivision to break off a piece of the lot.

Public Hearing Closed - Discussion: Commissioner Sannes stated that he is hearing all positive.

**Motion To Recommend Approval of the Minor Subdivision made by Commissioner Zelinske, second by Commissioner Borgstrom, with all voting Aye.**

Administrator Coleman asked if this motion included the conditions recommended to put in sidewalk and to connect to the sub drain if appropriate. Administrator Coleman stated that Safe Routes To School has a plan to put sidewalks on both sides of 16<sup>th</sup> St NE. Mr. Massey stated that there are no sidewalks on the south side of 16<sup>th</sup> St. Commissioner Zelinske stated that there is already a safe path on the north side of

16<sup>th</sup> and on the east and west sides of 5<sup>th</sup> Ave NE. The bike path is already on the east side of the lot and goes across 16<sup>th</sup> Street. Commissioner Borgstrom suggested that at the development time for the balance of the lots that will call for sidewalk then we could look at this. Administrator Coleman stated that this is not random but follows the paths of the kids. Administrator Coleman stated that Safe Routes to School is at the end of the planning phase now. Administrator Coleman stated that this is like having a trail plan and a comprehensive plan to help make decisions like this. Commissioner Zelinske asked if there an easement and Mr. Massey stated that there is a 10 foot easement in the front. Commissioner Zelinske asked if this property was connected to the sub drain. Mr. Massey stated that the sump pump pumps onto the lawn. Administrator Coleman stated that the City Ordinance stated that there are two options; it has to go to the curb or the sub drain. City Engineer Theobald indicated that this is an appropriate time to connect to the sub drain. Mr. Massey stated that this isn't an issue and would comply. Commissioner Torkelson stated that if a sidewalk is put in now it could get dismantled when development comes in and doesn't think we are ready for this yet. He also stated that this is what the budgeted sidewalk item can be used for. Commissioner Zelinske stated that since there is an easement if the city wants to put in a bike path at the city's cost they could and if Mr. Massey is willing to hook up to sub drain then he is willing to forego the sidewalk. Consensus is to add the connection to the sub drain as a condition of approval.

#### General Development Plan Discussion – Blaine

Mr. Massey will submit a letter of continuance from Carter Blaine to put the application on hold until he can work out some of the flood plain issues. Administrator Coleman stated that she has consulted with the City Attorney and this will reserve Mr. Blaine's fee that has been paid and his request will eliminate the time limit.

#### Safe Routes to School

Administrator Coleman stated that this kicked off in 2016 and they are getting to the point of finalizing the plan. The County Health Department applied for the grant to cover the planning process. Only the first 9 or 10 pages will change and we will get those out to everyone once those are finalized.

Comprehensive Plan Work Group – Administrator Coleman stated that Commissioners Torkelson and Burton have indicated that they are interested in being on the workgroup. Chairman Ferris stated that he would be interested also if it works with his schedule. Commissioner Borgstrom stated that he will also be on the work group. May 15 will be the kick off for the workgroup for the comp plan.

#### Letter From MnDOT Regarding 16<sup>th</sup> Street NE

The City Engineer and City Administrator had an initial meeting with County Administrator Jim Elmquist, Mark Gamm and Guy Kohlnhofer to talk about right of way over County land. The County is open to the idea of extending 16<sup>th</sup> St NW and granting an easement, but they want assurances that they would have no other expenses related to the extension. Coleman asked them about access to the Radel property and they are receptive. Commission Burton asked if the City has state aid road to switch out to get that extension. Administrator Coleman stated that is a possibility.

#### Other Business - None

**ADJOURN 7:04**

**ATTEST:**

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Linda Rappe  
City Clerk

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Theresa Coleman  
Zoning Administrator/City Administrator