

**City of Minnetrista
Planning Commission Meeting
January 24, 2011
7:00 p.m.**

1) Call to Order:

Commission members present: Chair Heck, Watson, Warner, Sandholm and Stulberg.
Commission members absent: Pollmann and Strandell. Staff present: Senior City Planner Breanne Rothstein, Council liaison Cheryl Fischer.

- a) Approval of Agenda
Chair Heck stated, hearing no objections the agenda is adopted.
- b) Oath of Office and swear in Planning Commission Member John Strandell
Mr. Strandell was absent.
- b) Appoint 2011 Chair and Vice Chair
Motion by Warner and second by Watson to retain current Chair and Vice Chair.
Motion carried 5-0-0.
- c) Approval of Minutes – November 22, 2010
Motion by Warner and second by Sandholm to approve the minutes from November 22, 2010 as amended. Motion carried 5-0-0.

On page 1 to remove Chair Heck and Watson from the Commission members present and on page 1, last paragraph, to correct Chair Strandell to Chair Stulberg.

Warner questioned the motion by the city council regarding Ordinance 369 rezoning. Rothstein stated the council recommended the Red Oak Golf Course density be 3 to 4 units per acre. Rothstein stated this will need an administrative amendment and she would bring this back to Commission.

Stulberg questioned why the council asked the staff to look at 3 to 4 instead of the 3 to 5 units per acre. Mayor Fischer stated there were a lot of residents in attendance at the meeting. The Council directed staff to make a call to the Metropolitan Council regarding the number of units. Rothstein stated this would be an ordinance amendment so it would come before the Planning Commission.

2) Public Hearings:

- a) CODE TEXT AMENDMENT: Ordinance 394 to amend Section 505.13 Subd. 6 Use Chart Summary to allow Day nurseries with at least 50 square feet of outside play per pupil, enclosed with five-foot high fence as a Conditional Use in the C-2 Highway service business district.
Rothstein stated the Estate of James B. Connors is requesting a code text amendment in the C-2: Highway Service Business district for the properties located at 8175 and 8201 State Highway No. 7. The applicant's request is to amend the chart and just allow Day Care centers to be a permitted use in the C-2 zoning district. Rothstein stated a code text amendment would be required at a later date. Rothstein stated Day nurseries with at least 50 square feet of outside

play space per pupil, enclosed with five-foot high fence are allowed with a C in the C-1 and C-3 zoning district.

Chair Heck questioned if there was an issue with traffic in that area. Rothstein stated staff felt the location was well suited for daycare centers. She stated this is on a very large parcel with a lot of open space. Rothstein stated the state licenses the day care centers and she felt the state standards would be adequate to ensure the safety standards would be met. The setback would be the same for the other buildings in the C-1 and C-3 districts. Rothstein stated there are parking requirements that apply to all retail and office and the parking requirements would preclude the area in the front of the building. She felt the play area would be in the side or the back of the building.

Chair Heck questioned about soil testing and fuel tanks to be removed. Rothstein stated that is on the site next door. Sandholm questioned if there is a way to add language to make the play area behind the setback. Stulberg questioned if the city could require a six foot fence. Rothstein stated if this is a CUP it would have to come back to the Planning Commission to look at details for the site plan. Stulberg recommended the six foot fence and looking at the site plan when it comes back for the play area.

Chair Heck opened the public hearing at 7:22 p.m.
Hearing nothing, Chair Heck closed the public hearing at 7:22 p.m.

Motion by Stulberg and second by Sandholm to approve the ordinance amendment with conditions listed and adding a condition stating the fence should be six feet high. Motion carried 5-0-0.

3) **Business Items:**

- a) 2011 Planning Commission Work Plan
Rothstein presented the Planning Department draft work plan. Rothstein stated this would be finalized February 7th.

Chair Heck questioned re-examining the cluster ordinance. Rothstein stated this would be brought back for discussion because of concerns from the Metropolitan Council.

It was noted the City of Victoria would now be doing the city's inspections. Mayor Fischer stated the City of Minnetrista had discussions with the City of Victoria and felt contracting with Victoria would be cost effective. Rothstein stated the city also purchased property management software. Mayor Fischer stated there will be future discussions and studies regarding the fire department. Stulberg questioned if there was a way to "share" the planning department. Mayor Fischer stated these discussions have taken place.

Stulberg questioned contacting transportation forums regarding Hwy 7 and other issues. Mayor Fischer stated this is a discussion that has been ongoing for many years. Rothstein stated traffic and safety are being looked at. She stated the capacity issue would not be changing. Rothstein felt Rolling Acres Road would be the focus of update for safety reasons.

Warner discussed the draft Planning Department Vision and recommended the second sentence state: "maintaining the goal" and remove "abundant" and add "maintains".

4) Information Items:

a) Staff Reports:

i) Woodland Cove Update

Rothstein stated she sent an email out stating the website is updated. She will try to update this website on a Monthly basis. She felt the developer would be submitting the preliminary plat in May for the June Planning Commission meeting. Rothstein felt there would be two public hearing dates and staff is working out the details. Rothstein stated the developer is planning for the development process in 2011; final plat the first phase in 2012; and possibly having model homes in the fall of 2012 or 2013.

Rothstein stated the developer does not have builders in mind right now and it is unknown what type of homes the market will want when it comes back.

Stulberg questioned Kurt Fretham's place. Rothstein stated he is trying to buy it back from the bank and they have sold two lots and there are a couple people interested in buying lots.

b) Council Reports

- Mayor Fischer stated the Council went on retreat with the new council members.
- The calendar was changed and the worksession has been moved and added to the last council meeting in the month.
- Updating utility financial management plan.
- Working on Highland Road.
- Goals were done at the retreat.
- Walgreens is being built in Mound.
- Mini trucks were approved.
- Dispatch center for Sheriff's Department will be going to Plymouth.

Stulberg questioned a joint meeting with the Planning Commission and new City Council. Mayor Fischer felt it would be in summer sometime.

Stulberg questioned if council is looking at city manager vs. city administrator. Mayor Fischer stated it is not on the city goals this year.

5) Adjournment

Motion by Watson and second by Stulberg to adjourn. Motion carried 5-0-0. The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Terri Haarstad
City Clerk