

City of Rockville Planning Commission Minutes

Date: March 8, 2005 Time: 7:00 pm

Place: John Clark Elem. School Med. Ctr.

Present: Jerry Bechtold, Toni Honer, Dale Borgmann, Linda Peck, Don Merten, Dan Hansen, Kathleen Stanger (7:05 pm), Vern Ahles (liason from City Council).

City Staff: Rene Weber, Judy Neu, John Kolb, Scott D. Hedlund

Approval of Agenda/Amendments: Moved by Don, seconded by Dan, to approve the agenda and amendments. Passed unanimously.

Approval of Minutes 02-22-05: Moved by Toni, seconded by Dale to approve these minutes with the following changes: 1) Under condition #13 change 500 foot flood fringe area to 500 year flood fringe area; 2) Under conditions #11, #12 and #14 replace MNDNR CBS staff to **Division of Ecological Services under the MNDNR**; 3) Under Open Forum replace the third sentence with the following: **Duane was advised by the Planning Commission to come back with more information as regards this project.**

Clarification on Minutes for 01-25-05: Rena informed the Commission that, after listening to the tape of this meeting, it was apparent that no one had moved that the public hearing on the Gronseth Proposal be officially closed. The minutes stated that Dale had moved to close the public hearing with ? seconding. Rena was unable to validate this. So Don moved, with Toni seconding, that the public hearing on the Gronseth Proposal be officially closed. Unanimous approval.

New Business:

- a) \$2500 Grant Application to CMIF regarding review of Comp Plan and Zoning Ordinance: After a brief discussion, Don moved, Dale seconded, that the City apply for this grant and employ the Municipal Development Group, Inc. (prepared our Comprehensive Plan) to make sure that our Zoning and Subdivision Ordinances reflect the intent of the Plan. Unanimous approval.
- b) Public Hearing – Thomas Schlieman – Shoreland Variances: The public hearing opened at 7:35 pm. Mr. Schlieman reviewed the situation on his parcel of land located at 11299 Hubert Lane adjacent to Grand Lake. The Commission referred to his application for a zoning variance which was very detailed. He reviewed the history of Hubert Lane over the last 1 1/2 to 2 years and the dilemma for the home owners living here as regards the location of Hubert Lane itself i.e. remain where it is or be moved to the north. There were no other comments from the public attending the meeting. Much discussion ensued amongst Planning Commission members, the City attorney and City Administrator in light of the report from Anne Nelson, Stearns County Environmental Services. A site inspection had been conducted on February 14, 2005, and her report identified 5 variances that would have to be granted if the property was under the jurisdiction of Stearns County. Dan moved that we continue the public hearing and visit the site accompanied by Anne Nelson and Dan Lais (Division of Waters, MNDNR).

- The motion was seconded by Dale. Vote: Ayes – Dan, Dale, Kathleen, Jerry and Toni. Nays: Don and Linda. Motion Passed 5 to 2. Rena said that she would extend the decision on the proposal another 60 days. The week of April 15th was tentatively set for the on-site tour. Rena will set this in motion and inform people on the specific date and time.
- c) Public Hearing – Vern Salzl – Preliminary Plat: Vern went over briefly his proposed plat on the 39.04 acres of land zoned general industrial. Scott Hedlund (City Engineer) handed out his comments as regards the preliminary plat. The proposal is incomplete according to the City of Rockville’s Subdivision Ordinance. Rena went through some of the history for this parcel of land indicating that Rockville Township and Stearns County in past years had concerns over the size of the lots. In 2003 the Planning Commission had reviewed and denied the proposal. There is no water and sewer service to the land at present which could pose health and safety concerns. Stearns County Environmental Services has concerns over septic systems and distance to water table from the surface. There are wetlands on the parcel and although a wetland delineation has been completed the City has not received the report from Stearns County. There are many questions that need to be answered before this project can proceed. Monica Pelzer, an adjacent property owner, said that there is litigation underway as regards this property and who is the rightful owner of certain sections. The City attorney recommended that Mr. Salzl withdraw the request for preliminary plat consideration at this time. In addition, if there is a legal challenge as to who owns part of the property, then it is improper for the Planning Commission to proceed. Rena will initiate a 60 day extension. In the interim, Planning Commission members can review the following: Section 23 (p. 120, Tab 23) under our Zoning Ordinances and page 15, Tab 5, under our Subdivision Ordinances.
 - d) Resolution Initiating Process Financing of Facilities: This Resolution involves establishing a Redevelopment Project Area in connection with constructing and equipping a City Hall and Fire Hall. It states that, “Revenue bonds in the principal amount not to exceed approximately \$3,025,000 are proposed to be sold by the EDA to finance the redevelopment project costs.” A public hearing on this Resolution will be held by the City Council on March 16, 2005. Don moved with Toni seconding that the Planning Commission approve the Resolution as presented. Passed with 5 votes in favor (Dan and Linda abstained).
 - e) Approve Administrative Plat – Bill and Renate Schaefer. Don moved, Kathleen seconded, approval by the Planning Commission. Passed unanimously.
 - f) Approve Administrative Plat – Scott and Sandy Maselter. Linda moved approval, Kathleen seconded. Passed unanimously.

Old Business:

- a) Transitional Zoning: The Planning Commission has received information on transitional zoning from the City of Becker and the City of Hugo. In addition Sherburne County sent us information on urban expansion districts. What we need is further clarification from citizens in Rockville as to what they envision under transitional zoning. Scott Palmer, President of the Grand Lake Association,

shared with the Commission the Association's concerns about development around Grand Lake - increased nutrient loading enhancing aquatic weed problems, increased erosion from construction, etc. The Association's major objective is to preserve the quality of the lake. With this in mind they have been investigating other development approaches such as conservation districts where there is dedicated open space (40-80%) acting as a buffer for the lake. He shared an example of this type of development from Randall Arndt. The Association is applying for a \$75,000 grant from the Soil and Water Conservation District to help initiate some of these new approaches. Rena mentioned that Julie Klocker from the Sauk River Watershed had made a presentation at the last City Council meeting on efforts underway to protect the lower Sauk River. We have much to learn and consider. Scott will work with Rena to arrange a joint meeting with the Planning Commission and the City Council. At this meeting various speakers with experience in conservancy districts, open space designs, etc. will be invited to share their insights with us. Possible speakers might be Dan Lais (MNDNR), Greg Berg (Soil and Water Conservation), Julie Klocker (Sauk River Watershed).

Additions to the Agenda:

- a) John Kolb – Training Session on Platting Process. John went over the general platting process discussed in our Subdivision Ordinances (see Tabs 4, 5, & 6). We should all read these sections carefully. Discussion included the pros and cons of the concept plan. John suggested that a concept plan could not be required by the Commission but for many less experienced developers it was a way to clarify the requirements they must meet in the platting process. However, for experienced developers, a concept plan may be a waste of both the Commission's and the developer's time. The timing of applications coming before the Planning Commission with respect to a 10 day notice was discussed. Decisions must be made by staff as to whether or not the applications are complete. Jerry appointed Toni to assist the staff in reviewing applications to see if they are complete. This assistance will be especially beneficial if the 10 day period does not include a Planning Commission meeting. Jerry expressed concern over decisions being made (SP-1) when the ground was frozen – decisions made about vegetation present and doing wetland delineations are hard to make on the land in winter. How could this be addressed? John Kolb said that it was possible to refuse applications during certain times of the year.
- b) Duane Willenbring – Plat Review: This project was discussed at the last Planning Commission meeting. Duane was advised to work more on the following: 1) road connection from plat to C.R. 8 in that the connection is quite short before it diverges to the north or south. 2) involve Park/Rec/Trail Board on ideas for parks and/or trail connections. 3) driveway tie-in to Dietman property. 4) buffer requirements from industrial plat. 4) further clarification of gas line setbacks. See Comprehensive Plan, Chapter 4 (page 32) for more information on District 5 where this proposal is located.
- c) Naming of roadway by new Fire Hall location: Recommended name: Fire Hall Drive. A public hearing will be necessary on the property as regards a conditional

use permit for Ag-40. The land for the future Fire Hall has various land zoning districts: R-1 and Ag-40. The Ag-40 may need to be changed to Ag-40 CUP.

Open Forum: Linda had three questions: 1) Where are the By-Laws for the Planning Commission? Rena referred her to Section 5 of the Zoning Ordinances where the duties for the Commission are outlined. 2) In the Commission's minutes dated Feb. 22, 2005, a recommendation was made for the City Administrator to set up a Task Force to discuss further uses within the commercial district. Had any progress been made on this? Rena said that she would work on setting up the task force with broad representation: representatives from Planning Commission, City Council, EDA, citizens, etc. Linda expressed interest in being involved and Kathleen suggested that Jeff Hagen (City Council) be contacted. 3) Could we consider adding a definition for **conservation easements** in the definition section of the Zoning Ordinances? At present, there is a definition for easement but our Comprehensive Plan talks about conservation easements which are somewhat different than standard easements.

Adjournment: Moved by Dan, seconded by Don, that the meeting be adjourned. Passed unanimously. Time: 10:16 pm

Chairman _____

Rec. Sec. _____