

**MINUTES OF A PLANNING COMMISSION MEETING HELD,
TUESDAY, JUNE 10, 2008 – 6:30 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Chair Toni Honer. Roll call was taken and the following members were found to be present: Chair Toni Honer, Jerry Bechtold, Dan Hansen, Jerry Tippelt. Arrived 6:31 p.m. Dale Borgmann. Absent Vern Ahles & Steve Dietman

Staff members present were: Zoning Administrator Rena Weber & Billing Clerk/Administrative Assistant Judy Neu.

Others present: Aaron & Jason Mueller

APPROVAL OF AGENDA/AMENDMENTS – *Motion by Member Bechtold, second by Member Hansen, to approve the agenda and addition as amended. Motion carried unanimously.*

NEW BUSINESS

LEAL, LLC SCHLOUGH - ADMINISTRATIVE PLAT: Zoning Administrator Rena Weber reported the following written/oral report:

STAFF REPORT

RE: ADMINISTRATIVE PLAT

76.42170.014 Owners: LEAL, LLC (David Schlough)

Property Address: Intersection of Holly Road & 80th Ave, St. Cloud, MN 56301
(former mound site for residents on Holly Road)

REQUEST

Approval to sub-divide 1201 Square Feet from Parcel A to Brad Johnson for non-building purposes only.

RELEVANT INFORMATION

1. Property is zoned R-1
2. Property is 1201 SF approximately.
3. David Schlough, representing LEAL, LLC is asking approval to square off the NE corner of the vacant lot and convey said triangle to Brad Johnson (abutting property owner). This is in exchange for the Schlough's providing an access easement to Pleasant Lake.
4. Schlough's are in the process of the selling this vacant lot as a buildable lot.

RECOMMENDATION

1. Approve as presented.

Motion by Member Hansen, second by Member Borgmann, to recommend approval of the Administrative plat as presented. Motion carried unanimously.

APS-AUTOMOTIVE PARTS SOLUTIONS- STORAGE BUILDING: Zoning Administrator Rena Weber reported the following written/oral report:

STAFF REPORT

RE: SITE PLAN APPROVAL

76.41630.010 Owners: JAGG PROPERTIES, INC (Aaron & Jason Miller)

Property Address: 1495 Broadway Street West, Cold Spring, MN 56320

REQUEST:

Approval to construct 76' x 126' accessory structure in I-1 District.

RELEVANT INFORMATION

5. Property is zoned I -1
6. Property is 15 acres in size
7. The owner is proposing to remove the hoop structure ***Owner would like to keep it.***
8. Subdivision 7 – Site Plan – Certificate Survey reads:

Subdivision 7: SITE PLAN - CERTIFICATE OF SURVEY

Prior to the issuance of a building permit for any building within an I-1 District a site plan for the property must be approved by the City Council after review and recommendation by the Planning Commission. The site plan must contain at a minimum the following:

1. The current and proposed use of the property;
2. All structures and their dimensions and location;
3. Location of waste facilities including measures used for enclosure and screening;
4. Location of the water supply and utilities;
5. Elevations and drainage facilities (including storm sewers and ponds);
6. Streets and ingress and egress;
7. Parking (including typical size and locations of handicap spaces) and loading areas;
8. Landscaping (including features and types of materials to be used);

Screening and fences (including types and heights of fencing);

9. Lighting locations and types of fixtures; **Lighting will shine down**
10. Location and size of signs;
11. Distances to surrounding buildings and surrounding land uses;
12. Certificate of Survey if required by the Zoning Administrator or Planning Commission; and
13. Any other information deemed necessary by the Zoning Administrator or Planning Commission.

As part of the site plan review and approval the Planning Commission may recommend and the City Council may, on the recommendation of the Planning Commission or on its own, require that changes be made to a site plan. Such changes may include, without limitation, limiting the size and number of street accesses, requiring fencing or screening, requiring changes to the landscape plan, requiring alterations of the location and types of lighting and signage, altering parking lot design and layout, altering building layout, and other alterations and adjustments to ensure a design which is in conformance with this Ordinance and is in the best interest of the City,

RECOMMENDATION

1. Approve as presented.

Chair Honer explained that hoop structures are prohibited and if the city receives any complaint this will need to be addressed.

Member Tippelt questioned if proposed structure would match existing structure. Jason Mueller stated "yes" the color/trim will be the same.

Motion by Member Hansen, second by Member Borgmann, to recommend approval of the new proposed building pending the impervious surface is met and that the stormwater plan is approved by the City Engineer. Motion carried unanimously.

CONTINUE PUBLIC HEARING- DENNIS & JUNE FELCH INTERIM USE PERMIT:

Zoning Administrator Rena Weber reported the following written/oral report:

STAFF REPORT -5/13/08

RE: SITE PLAN APPROVAL

76.42173.002/001 Owners: Dennis & June Felch

Property Address: 25876 Lena Lane, St. Cloud, MN 56301

REQUEST:

Approval to construct 32' x 56' accessory structure in R-1 District prior to construction of principal structure.

RELEVANT INFORMATION

9. Property is zoned R -1
10. Property is 265.50' x 400' deep.
11. The owner is proposing horizontal siding and standard roofing shingles.
12. New structure cannot be built over sewer easement.
13. New structure will not exceed 25' in height.
14. 14 notices were sent out.
15. Height of proposed structure: 12' with a 4/12 roof pitch

RECOMMENDATION

1. Sewer is available for new house when built.
2. Maintain existing drainage patterns over, under, and across their property.
3. Proper temporary and permanent erosion control measures (BMP's) shall be implemented during and after construction to minimize sediment leaving the site; this would include proper installation of silt fence or bio-rolls on the down gradient side(s) of any excavations or earth disturbing activities, and subsequent re-vegetation of the disturbed areas soon after work is completed. It appears there are wetland(s) in the property.
4. Only one driveway/access off Lena Lane should be allowed for this parcel (i.e. not allow a second access when the home is built.
5. Approve interim use permit with these conditions.

6/10/08 – Dennis Felch has submitted information on where the proposed house would be located and distances from any lot line per the request of counsel at the 5/13/08 meeting.

Motion by Member Borgmann, second by Member Bechtold, to close the public hearing at 6:42 p.m. Motion carried unanimously.

Zoning Administrator Rena Weber reported that the neighbors house to the south is 125' back from the road and Mr. Felch proposed house would be 165' back.

Member Tippelt stated that the neighbor had concerns about drainage issue and that the siding is not going to be finished right way.

Motion by Member Bechtold, second by Member Borgmann, to recommend approval to the interim use permit pending the Stormwater Management Plan is in place. Motion carried unanimously.

Motion by Member Tippelt, second by Member Bechtold, to recommend that the siding on the proposed accessory structure be completed once structure is up and that City Attorney and Engineer add their conditions to the interim use permit. Motion carried unanimously.

**PLANNING COMMISSION MEMBER/STAFF REPORT:
SHORELAND & STORMWATER ORDINANCE:**

Motion by Member Bechtold, second by Member Borgmann, to present the Shoreland and Stormwater ordinance to the City Council. Motion carried unanimously.

DATA VIEW:

Motion by Member Borgmann, second by Member Bechtold, to recommend that staff purchase Data View from SEH Engineering. Motion carried unanimously.

MANUFACTURES HOMES IN THE SHORELAND:

Zoning Administrator Rena Weber report that Mr. Rieder would like to put a camper trailer (park models) on his property.

Zoning Administrator Rena Weber read the Attorney Jim Mogen comment regarding manufactured homes. "Manufactured homes that comply with MSA 327.31-.36 (primarily 327.32) are not barred from the City's R-1 district. However, they must still meet all zoning conditions that are applicable to other residential dwellings, must comply with this statute, and may be required to obtain a building permit from the relocation and installation."

Chair Honer explained that there should be a Hud # (metal plate) on the trailer this would tell us that it meets the standards.

Zoning Administrator Rena Weber stated we should get the Building Official Jeff Howe comments on this.

OLD BUSINESS-There was none.

ADJOURNMENT – *Motion by Chair Honer, second by Member Tippelt, to adjourn the meeting at 7:28p.m. Motion carried unanimously.*

JUDY NEU
BILLING CLERK/ADMINISTRATIVE ASST

TONI HONER
CHAIR