

**City of Rockville Planning Commission Minutes**  
**January 24, 2006 Time: 7:00 p.m.**  
**Place: John Clark Elem. School Media Ctr.**

The meeting was called to order at 7:00 p.m. by Chairman Jerry Bechtold.

**Issue Oath of Office:** Rena issued the Oath of Office to Jerry Tippelt. Jerry is now duly sworn in as a Planning Commission member replacing Kathleen Stanger who resigned at the end of December, 2005. Jerry Tippelt resides at 12318 State Hwy 23, Cold Spring, MN. 56320.

**Roll Call:** Present: Jerry Bechtold, Toni Honer, Linda Peck, Dan Hansen, Dale Borgmann, Roger Schmidt, and Jerry Tippelt. Also present: Vern Ahles (liason with the City Council).

**Staff:** Rena Weber (City Administrator), Scott Hedlund (City Engineer), Jim Mogen (City Attorney).

**Approval of Agenda/Amendments:** Moved and seconded that the agenda/amendments be approved with the following addition: Planning Commission Report prepared by Chairman Bechtold. **Passed.**

**Approval of Minutes of 01/10/06:** Moved and seconded that these minutes be approved as recorded. **Passed.**

**New Business:**

- a) Country Side Addition: #6 Re-Plat:** Brief summary: On October 25<sup>th</sup>, 2005, the Planning Commission tabled a decision on this re-plat until the following information was provided: 1) clarify where the wetland boundary is on Lot 10 by updating the wetland delineation; 2) determine if Lot 10 is a buildable lot under R-1 Zoning. At the Planning Commission's November 10<sup>th</sup>, 2005 meeting, an administrative plat (split) was approved (4 Yes votes, 2 No votes) allowing the enlargement of one lot in Country Side Addition Plat 6 by moving the lot line to the east. The wetland delineation has been approved by Stearns County wetland specialists. Commission members were referred to an Office/Fax Memorandum from the City Attorney, Jim Mogen. Mr. Mogen stated that legally the request before us is **neither a re-plat nor an administrative plat (split)**. Rockville's Zoning Code defines the separation of any area into two or more lots as a **Subdivision**. **Since this subdivision does not satisfy an exemption from the general subdivision requirements, Mr. Willenbring's request to re-plat his property must be treated as a new subdivision – Plat 7. The lots in this subdivision are subject to the laws and ordinances in place upon their adoption i.e. Rockville's current R-1 zoning requirements.** The City Engineer also referred the Commission to his memorandum dated October 24, 2005. The

- 12 (twelve) points he raised have not been adequately addressed. With this information, **it was moved and seconded that this re-plat #6 be DENIED for the following reasons:** 1) The request is actually a new subdivision (Plat 7), not a #6 re-plat nor an administrative split, and as such must meet our current R-1 zoning requirements (see Memorandum from City Attorney dated January 24, 2006); 2) Lot 10 is not a buildable lot. Under R-1 zoning, a buildable lot must be at least 10,200 square feet. Lot 10 is only 6,050 square feet. 3) the lot can not meet wetland setback requirements of 10 feet; 3) the lot can not comply with many of the concerns raised by the City Engineer (See attached SEH Memorandum dated October 24, 2005). **Passed on a Roll Call Vote: 6 Yes votes: Honer, Borgmann, Hansen, Peck, Bechtold, Schmidt; 1 Abstention: Tippelt.**
- b) **Update on Site Visits:** On November 30<sup>th</sup>, 2005, the Planning Commission had planned to visit 4 businesses. However, these visits had to be cancelled. It was decided to try and reschedule these visits in the month of April (tentatively either April 19<sup>th</sup> or the 26<sup>th</sup>, 2006). Contacts will be made with the 4 businesses expressing our interest in rescheduling the visit. The secretary will compose a letter to be approved by Chair Bechtold and mailed to the businesses. Chair Bechtold offered to attend an upcoming Business Association meeting and share why the Commission was undertaking site visits. These visits are not meant to challenge any business entity but rather provide an opportunity for the Commission to gather information from each business as regards our new comprehensive plan and accompanying ordinances. It is difficult to relay this intent solely through a letter – personal contact may ease tensions.
- c) **Natural Resource Inventory:** At one time the Commission and City Council had approved undertaking a natural resource inventory for the City. This was to be accomplished with a 2500 dollar grant from the Initiative Foundation. One meeting had taken place with various agency representatives savvy to mapping and evaluating natural habitats. The intent was to identify which natural areas are special enough to preserve as open space while the City develops. This process was terminated. MDG, Inc. is assisting the City in updating certain portions of our Zoning Ordinances. The purpose of this update is to help ensure consistency with the goals and policies established within the Rockville Comprehensive Plan. As of October 18, 2005, our zoning ordinance did not contain an environmental preservation section. However, on October 18, 2005, MDG, Inc. supplied the Planning Commission with the draft of an environmental preservation section. This draft we reviewed and adopted on October 18, 2005. If this section is ultimately adopted and respectfully implemented by the Commission and City Council, it may provide adequate protection and preservation of our natural resources within the City. With this in mind, **Chair Bechtold recommended that Commission members re-read this environmental preservation section carefully. We'll discuss it at our next scheduled Planning Commission meeting.**

**Additions to the Agenda:**

**1a) City Attorney: Updates on sign and shoreland moratoriums.** Attorney Mogen went over the reasons for these two moratoriums. The shoreland moratorium had been redrafted to address the issues raised by Commission members at our last meeting. It now excludes those parcels that have already been platted. It prohibits all new subdivision in the shoreland. It also prohibits construction or improvement of land within the shoreland, unless it complies with current (existing) shoreland rules, including zoning rules. The intent is to assure that all future subdivisions fall under our new shoreland management ordinances. **Moved and seconded that the Planning Commission recommends adoption by the City Council of the following:** 1) An interim ordinance establishing a **Moratorium on the Construction of Signage Structures** within the City of Rockville; and 2) An interim ordinance establishing a **Moratorium on the Development, Subdivision, and Use of certain land (Shoreland)** within the City of Rockville (as redrafted January 19, 2006). **Passed unanimously.**

**2a) Chair's Report to the Planning Commission:** Chair Bechtold went over the seven points in his report dated 1-24-06 (handed out at the meeting). He alerted Commission members to various concerns and requested that each of us review Stearns County's Shoreland Management Standards (Section 10 – Shoreland Overlay). Are these adequate for Rockville? Where could we recommend more stringent controls? He also recommended that a subcommittee be formed (representatives from the Commission, Grand Lake Association and Pleasant Lake Association) to review Section 10 and compare it with MN Alternative Shoreland Management Standards put together by 5 northern counties (copies of these documents were made available). People expressing interest: Dale Borgmann, Toni Honer and Linda Peck. Rena and Jerry B. will finalize the subcommittee and ask for representatives from the Lake Associations. A committee is also needed to bring some ideas for expansion and uses in the Ag Transitional zone. Should there be (2) Ag Transitional zones (decided by geophysical character) i.e. east of Grand Lake, areas by Pleasant Lake?

**Open Discussion:** 1) Clarification by Jerry B. and Vern on the history of Prairie Industrial Park in light of Bill Molitor's request for smaller parcels. Much of the platting was done prior to consolidation. Concerns expressed over maintaining the wooded buffer adjacent to Prairie Industrial Park especially for the residences located on C.R. 8. Ingress and egress to the Park will have to be addressed. 2) Dale has met with Greg Berg (SWCS) to discuss using rain gardens as a way to help control erosion concerns he is facing on his small lot by Pleasant Lake. 3) Scott Palmer, Grand Lake Association, announced that on Thursday, February 23, 7:00 pm (Rockville Parish Center), the Association is hosting a fish fry followed by a discussion on what landowners living in the Grand Lake Watershed can do to steward the watershed. Invitations have been sent out to 120 property owners adjacent to Byer Lake, Johannes Creek and Grand Lake. Planning Commission members are also welcome. Just let Scott Palmer know.

**Adjournment:** Moved and seconded to adjourn the meeting. Time: 8:31 pm. **Passed.**

**Chairman** \_\_\_\_\_ **Rec. Sec.** \_\_\_\_\_