



**MINUTES OF THE PROCEEDINGS OF THE PLANNING
COMMISSION OF THE CITY OF STACY IN THE COUNTY
OF CHISAGO AND THE STATE OF MINNESOTA
PURSUANT TO DUE CALL AND NOTICE THEREOF**

**REGULAR MEETING
FEBRUARY 17, 2015, 7:00pm
STACY CITY HALL**

Call to Order

The Planning Commission was called to order by Chair Ness at 7:00pm.

Roll Call

Present: Jim Ness, Tony Olivolo, and Dennis Thieling
Absent: Dan Winberg, and Jim Clay
Present Alternates: None
Absent Alternates: Shirley Hockensmith
Others Present: Kelly Patzner, and Phil Carlson

Approval of Agenda

Motion by Olivolo to approve the agenda. Second by Thieling. Olivolo, Thieling, and Ness voted yes. Chair Ness declared the motion carried.

Approval of Minutes

Motion by Olivolo to approve the minutes as presented. Second by Thieling. Olivolo, Thieling, and Ness voted yes. Chair Ness declared the motion carried.

Council Update

Chair Ness reported that the council decided not to pursue the fire inspection program for rental homes; due to staffing and costs.

**Public Hearing 7:05-
7:15p.m.**

Chair Ness closed the Planning Commission meeting at 7:05p.m. And opened the Public Hearing.

The purpose of the Public Hearing is to gather public input on amending the City Code regulating:

1. Planned Unit Developments
2. Nonconforming Uses

There was no public present to comment.

Member Ness asked Mr. Carlson to clarify why a Planned Unit Development (PUD) district is better than a Conditional Use Permit (CUP) within the zoning district. Mr. Carlson said that a CUP is presumed to be permitted if certain conditions are met; which means we don't have much discretion.

**Public Hearing 7:20-
7:30p.m.**

With a PUD the city has more discretion on what the PUD will be, the applicant doesn't have as much control.

Chair Ness closed the Public Hearing and called the Planning Commission back to order at 7:15p.m.

Chair Ness closed the Planning Commission meeting at 7:20p.m. And opened the Public Hearing.

The purpose of the Public Hearing is to gather public input on amending the City Code regulating building design standards in the Central Business District (CBD).

There was no public present to comment.

Mr. Carlson pointed out the following in the draft as presented:

1. Under (2) Exterior Finishes, (a) permitted, Number 4, typically wood is not allowed in a commercial area due to maintenance.
2. Under (2)(b) prohibited, Number 1, poles or timbers as primary support for the roof system, these would not be visible from the exterior, therefore, a separate section would be appropriate. Call the section Building Construction.
3. Reword item (3).

The following are the changes as reviewed by the commission:

- (b) *The following materials are **prohibited** for exterior finishes:*
- 1. ~~Buildings with wood poles or timbers as the primary support for the roof system and foundation structure (pole buildings) are prohibited.~~*
 - 2. ~~Temporary construction is prohibited.~~*
 - 3. ~~Curtain wall panels of steel, metal or aluminum. provided the panels are factory fabricated and of a high quality material with a matte or non lustre finish.~~*
 - 4. ~~Prohibited materials include~~ Face material that rapidly deteriorate or become unsightly such as exposed cinder blocks, galvanized metal, unfinished tile, and common clay brick; and*

(3) *Approval of lighting and screening plan, by the city council upon recommendation of the city engineer.*

(4) *Building Construction*

1. *Buildings with wood poles or timbers as the primary support for the roof system and foundation structure (pole buildings) are prohibited.*

2. *Temporary construction is prohibited.*

Discussion regarding the allowance of wood structures; decided to leave in as this was the intended "character" of CBD.

Action on Public Hearings

Planned Unit Developments and Nonconforming Uses

This item handled out of order by motion of Ness. Second by Thieling and carried.

Motion by Olivolo to recommend the council approve the PUD Ordinance and the Nonconforming Use ordinance as presented. Second by Thieling. Olivolo, Thieling, and Ness voted yes. Chair Ness declared the motion carried.

Building Design Standards Central Business District

Motion by Ness to recommend the council approve the CBD ordinance with noted changes. Second by Olivolo. Ness, Olivolo, and Thieling voted yes. Chair Ness declared the motion carried.

The clerk was directed to have the city attorney review the ordinance.

New Business

Medical Marijuana

This item handled out of order by motion of Ness. Second by Thieling and carried.

Member Thieling expressed concern regarding medical marijuana; who distributes, who sells?

Motion by Ness to have the city attorney draft a moratorium on medical marijuana sales and growing to allow the city to study for a period of one year. Second by Thieling. Ness, Thieling, and Olivolo voted yes. Chair Ness declared the motion carried.

Old Business

Temporary Signs

The commission agrees that the temporary sign code needs to be revised; a few things pointed out:

- Section (A)(4) §153.099(J) – doesn't exist in the code.
- Change permit fee to yearly fee, of \$50
- Remove (A)(6) as long as sign is in good shape.
- Define pendant
- Square footage allowed per property, is the amount appropriate?

The member's will continue to discuss at their next meeting.

Sunrise Mobile Home Park Expansion

This item handled out of order by motion of Ness. Second by Thieling and carried.

The process for the expansion of the mobile home park is unclear, it doesn't quite fit into the subdivision ordinance, and nothing in the Manufactured Home Park district addresses the expansion of a mobile home park.

It is clear that the storm sewer, water, and sewer will need to be reviewed and approved by the city's engineer.

The City and Town Board will need to meet to discuss access to Falcon Avenue. The clerk was directed to see if Lent has any requirement or application for road access. A meeting between the township and the city will need to occur. The clerk will check and see if the third Wednesday of the month will work for Lent.

The clerk was directed to get the city attorney's opinion on the process to expand the mobile home park.

Open Discussion

None

Adjourn 8:25p.m.

Chair Ness declared the meeting adjourned at 8:25p.m.

Sharon MT Payne