



**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
AUGUST 16, 2016, 7:00p.m.
RICK DOYLE BUILDING 30309 FOREST BOULEVARD
STACY MN**

Call to Order

The meeting was called to order by Chair J.Ness at 7:00pm.

Roll Call

Present: Jim Ness, Mark Ness, and Michelle Boeck
Alternates Present: None
Absent: Dennis Thieling
Others Present: Phil Carlson, Kelly Patzner, and William Meier

Agenda

Additions to the Agenda:

- Acting-Chair
- Casey's Site Plan
- Kwik Trip – Amendment to Conditional Use Permit

Motion by J. Ness to approve the agenda as amended. Second by M. Boeck. J. Ness, M. Boeck, and M. Ness voted yes. Chair J. Ness declared the motion carried.

Approval of Minutes

Motion by M. Ness to approve the minutes as presented. Second by M. Boeck. Ness, M. Boeck, and M. Ness voted yes. Chair J. Ness declared the motion carried.

Public Hearings 7:05-7:17p.m.

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

The purpose of the public hearing is to gather public input on:

1. An Application for an Exemption from the Procedural Requirements of Subdivision – Stacy Commons
2. An Ordinance Opting out of Minn. Stat. §462.3593 Regulating Temporary Family Healthcare Dwellings
3. An Application for a Conditional Use Permit for Mini-Storage in the Sunrise Estates Mobile Home Park.

Public Comment:

William Meier was present to discuss Stacy Commons. Kelly Patzner was present for Sunrise Estates Mobile Home Park.

Council Update

The council approved the updates to the Comprehensive Plan, and also the Conditional Use Permit for Stacy Lent Area Fire Department.

Tony Olivolo was removed from the commission because Mark Ness is now a member of the City Council which created a quorum of the Council on the Commission.

New Business

Stacy Commons – Exemption from Subdivision Requirements

Motion by J. Ness to recommend that the City Council approve the subdivision for Stacy Commons for parcel numbers 19.00043.00, 19.00044.00, and 19.00161.00 into to two new parcels with the recommendations presented in Mr. Carlson's memo. Second by M. Boeck. J. Ness, M. Boeck, and M. Ness voted yes. Chair J. Ness declared the motion carried.

Mr. Carlson's Recommendation:

RECOMMENDATION

I recommend approval of the subdivision consisting of a lot split for the Stacy Commons properties, involving parcels 19.0043.00, 19.0044.00 and 19.00161.00, into two new parcels, with the following conditions:

- 1) The legal description for Parcel A will include at the end of the description the phrase "subject to highway right-of-way".
- 2) The legal description for Parcel B will include at the end of the description the phrase "subject to highway right-of-way and public roadway and utility easements".
- 3) The easements for driveways, parking areas and the trash area will include the legal descriptions as revised above.

Temporary Family Healthcare Dwellings – Opting Out

Motion by J. Ness to recommend that the City Council approve the Ordinance Opting Out of the Requirements of Minnesota Statutes, §462.3593. Second by M. Boeck. J. Ness, M. Boeck, and M. Ness voted yes. Chair J. Ness declared the motion carried.

Sunrise Mobile Home Park, Mini-Storage Conditional Use Permit

Motion by M. Ness to recommend that the City Council approve the Conditional Use Permit for Sunrise Estates Mobile Home Park for mini-storage with the conditions set forth in City Code Section 153.049D and adding no hobby or other business type work to be done in the units; also include the recommendations presented by Mr. Carlson. Second by J. Ness. M. Ness, J. Ness, and M. Boeck voted yes. Chair J. Ness declared the motion carried.

City Code Section 153.049D:

(D) Uses requiring a conditional use permit. Indoor mini-storage facilities and outside storage. Facilities for indoor mini-storage facilities and outdoor storage shall be constructed, owned, and operated only by the manufactured home park owner, and shall be rented and used only by current manufactured home park residents. An application by the manufactured home park owner for a conditional use permit to construct and operate mini-storage units shall comply with the following conditions:

(1) The property owner shall submit a water runoff drainage plan, which shall be subject to approval by the City Engineer and shall comply with all details of the plan.

(2) A secure fence shall be installed around the perimeter of the outside storage area, and shall comply with the requirements of the fencing regulations in the city code for this district.

- (3) No hazardous material storage shall be allowed on the property.
- (4) A dust control plan shall be submitted, which shall be subject to the approval of the City Engineer.
- (5) A lighting plan shall be submitted, which shall be subject to approval by the City Engineer.
- (6) The use shall comply with the requirements of the nuisance ordinance and all other city code provisions.
- (7) No motor repair or body work shall take place in the mini-storage units.
- (8) Structure must be bent of a concrete foundation or built on a concrete slab.
- (9) Building materials shall be consistent with other buildings.

Mr. Carlson’s Recommendation:

RECOMMENDATION

I recommend that the Planning Commission recommend approval of the Conditional Use permit for the storage building at Sunrise Estates Mobile Home Park with the following conditions:

- 1) All storage must be within the enclosed storage building. No outside storage is permitted in the vicinity of the storage building.
- 2) Storage is for residents of the mobile home park only. No use of the storage facility by outside parties is permitted.
- 3) Plans for water runoff and dust control will be reviewed and approved by the City Engineer.
- 4) Lighting fixtures will be equal or similar to the information submitted by the applicant and will be installed to be directed downward as much as possible and only light the building entrances and driveway in front of the building. No upward lighting is permitted. Final lighting adjustment must be reviewed and approved by the City Engineer.
- 5) Landscaping will installed to provide a dense, nearly opaque screen between the storage building light fixtures and the adjacent homes and yards to the north, as illustrated on the diagram with this memorandum. Such landscaping will be at least 12 feet tall at maturity, consisting of tall, narrow evergreen trees such as Sky Rocket Juniper, Easter Red Cedar or similar species, planted 5 feet on center or as recommended by a qualified landscape supplier to achieve the desired screening. Landscaping will be covered by a warranty by the landscape supplier for replacement for a period of two years from the time of installation.

Fence Ordinance

After several minutes of discussion it was determined to postpone this item until the next meeting so that the ordinance and revisions to the ordinance can be reviewed.

Casey’s Site Plan

The commission reviewed the preliminary site plan for Casey’s they will be purchasing Tim’s Country Cupboard property, and made the following points:

- The commission will not approve and access to Gable.
- A review of the current Conditional Use Permit will need to occur to determine if an amendment is necessary.
- Some type of screening along the property abutting Gable.
- Trucks will not be allowed to use Gable; they will only be allowed to use 311th Street and Forest Boulevard.

Kwik Trip

The commission reviewed the Conditional Use Permit Application to add a car wash to Kwik Trip. The public hearing was scheduled for September 20, 2016, at 7:05p.m.

Old Business

Accessory Dwelling Units

The public hearing was scheduled for September 20, 2016, at 7:05p.m.

Code Amendments to the Subdivision Ordinance

The public hearing was scheduled for October 18, 2016, at 7:05p.m.

Interim Use Permit

The public hearing was scheduled for October 18, 2016, at 7:05p.m.

Accessory Building Setback

The clerk will prepare an ordinance revision for the commission's review at the next meeting.

Acting Chair

Motion by M. Ness to appoint M. Boeck as Acting Chair. Second by J. Ness. M. Ness, J. Ness, and M. Boeck voted yes. Chair J. Ness declared the motion carried.

Open Discussion

None

Adjourn at 8:43p.m.

Chair J. Ness declared the meeting adjourned at 8:43p.m.

Sharon MT Payne