



Minutes

Planning & Zoning Commission Meeting

Location: Zoom Dial: 1-312-626-6799 US (Chicago) Meeting ID: 868 2962 7455 Passcode: 462500

Town Hall: 33155 Hemingway Ave., Stacy, MN 55079

October 13, 2021 7:00 pm

CALL MEETING TO ORDER

M. Willcoxon called the meeting to order at 7:12 pm

Members Present: Chair M. Willcoxon, Vice Chair P. Carlson, J. Johnson, M. Olson

Members Absent: S. Brooks

Others Present: Supervisor B. Seekon, Planner Joe Hartmann, Engineer J. Pelawa, Clerk K. Wood, Deputy Clerk L. Carr, 8 members of the public (attended virtually/in-person-listed for the record)

PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)

Steve Rindahl, a local builder inquired about the Birdie's Run/Golden Oaks property which is currently zoned RRA. He asked if the Planning Commission would consider rezoning it to RRI. M. Willcoxon said if it was adjacent to another RRI or RRII zone, they may consider it, but it is not. M. Willcoxon suggested he leave his information so that they can look into this.

ADOPT THE AGENDA

P. Carlson made motion to adopt the agenda. Second by M. Olson. Votes via roll call, Ayes 4, Nays 0. Motion carried.

APPROVE THE MINUTES OF THE SEPTEMBER 8, 2021 PLANNING COMMISSION MEETING

J. Johnson made a motion to approve the meeting minutes from the September 8, 2021 meeting. Second by P. Carlson. Votes via roll call, Ayes 4, Nays 0. Motion carried.

NEW BUSINESS

Chisago County CSAH 17 Extension Project Update

J. Pelawa said that Chisago County has hired an engineering firm to proceed with a preliminary layout to extend County Road 17 from County Road 30 east to County Road 14. More information will be coming in the future. The target date for completion is 2026. This will be discussed at the next Board meeting.

Griffith Property

J. Hartmann said there are some interested parties in the Griffith property and they would like to discuss how the property could be used. Steve Hursh and J. Cunningham were there to represent their clients. S. Hursh said that his clients would be interested in having horses on a portion of the property. J. Cunningham said they have an idea for several items which include: a hotel, gas station, truck stop, outdoor truck storage, restaurant, etc. They noted that A1 Tire is located near to that property. J. Cunningham explained the type of repair shop he had in mind and said they would like a storage area with ports for trucks. There could be 100-150 trucks at any time. The

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Planning Commission said that it sounded like a truck boneyard to them and that does not align with the comp plan. Both representatives said it is not a boneyard nor is it a junkyard. Screening was discussed, but more information is needed for a good definition of what the actual business would be. With the information provided, the Planning Commission did not feel that this is something the Township would be interested in. J. Pelawa said that they should provide the Township with a master plan for clarity. The Township does not want new businesses to conflict with existing ones. J. Cunningham noted that only fifteen acres would be used for outside storage. The frontage road and zoning were discussed. They are going to provide more information to the Township and the Planning Commission will discuss this when it is received.

33555 Falcon Ave Minor Subdivision

J. Hartmann said that they received a subdivision request from the owner who would like to divide the property at 33555 Falcon Avenue. The larger 7.5 acre lot will be used for the residence and the remaining parcel will be combined to meet the requirements of the subdivision ordinance. The applicant meets all of the requirements, submitted a survey and does not create a non-conforming lot. **P. Carlson made a motion to recommend approval of the 33555 Falcon Avenue Minor Subdivision to the Town Board. Second by M. Olson. Votes via roll call, Ayes 4, Nays 0. Motion carried.**

Access Discussion

J. Hartmann said that in the past, we have had discussions of minimum parcel sizes in the RRA district. There have been inquiries about dividing lots and how to guide future developments. They have to be subdivided so that all of the lots have access to a road and not to get landlocked. A public road is suitable for a subdivision. J. Johnson suggested easements for parcels that do not have an access. J. Pelawa gave an example of a ten acre lot that came in to be subdivided. He explained that the front lots would have road frontage with an access, but the back lots would have to have a road access easement. If the Township removed the 165 foot road frontage requirement, more lots could be split which would benefit residents and the Township. J. Pelawa said that there are long narrow parcels in the Township and they should look at the road frontage requirements because the access discussion will come up in the future and the Township should be ready. The Planning Commission will do some more research on this and discuss it at the November meeting.

An Ordinance Amending Chapter 2 Section 3, 5.06, 5.07, 5.08, 5.09, and 5.10 of the zoning ordinances regarding horse density

J. Hartmann said that Staff was directed to discuss this issue, as small horses are not used for agricultural use and a mini horse or Pony of Americas (POA) are not the same as a standard sized horse.

Public Hearing

M. Willcoxon opened the public hearing at 8:13 pm

P. Carlson made motion to close the public hearing at 8:14 pm. Second by M. Olson. Votes via roll call, Ayes 4, Nays 0. Motion carried.

The Planning Commission discussed that two small horses or ponies (POA) should equal one large horse. **P. Carlson made a motion to recommend approval of the Horse Density text**



amendment to the Town Board. Second by M. Olson. Votes via roll call, Ayes 4, Nays 0. Motion carried.

An Ordinance Amending Chapter 6 Section 4 Fees: D Surety

J. Hartmann discussed the escrow, as it pertains to land use applications that requires Staff time. If costs are high due to the applicant not meeting requirements, an escrow may be used. If extensive work is required this would allow the Town Board more discretion regarding escrow funds, making applicant responsible for any costs above and beyond normal review process.

Public Hearing

M. Willcoxon opened the public hearing at 8:18 pm

M. Olson recently split his property and asked how they justify how much escrow for a larger land split. The current application fee is inadequate for the cost to the Township, which was why this was brought up. An example would be an IUP that takes months to complete because it can be expensive for the Township. J. Pelawa discussed large projects like the Cliff's Falcon final plat stage and the developers' agreement with the escrow of 150% of estimate for all work to be done. If a developer goes bankrupt, the Township has the infrastructure to complete the project. An escrow could be collected on CUPs and IUPs, which require a lot of time. There was discussion regarding an applicant withdrawing their application. If an application is withdrawn, the applicant would write a withdrawal letter and receive the escrow funds backs less what the Township has already spent on the project.

P. Carlson made a motion to close the public hearing at 8:32 pm. Second by J. Johnson. Votes via roll call, Ayes 4, Nays 0. Motion carried.

If the project was a road, the escrow would allow the Township to complete the project, even if the developer backs out. When a plat is recorded, the road belongs to the Township, even if developer owns land. If they want to halt project, they must deed road over to Township. The Planning Commission would like to discuss this more. Financial institutions and where to hold escrow funds were discussed. **P. Carlson made a motion to table this topic. Second by M. Olson. Votes via roll call, Ayes 4, Nays 0. Motion carried.**

OLD BUSINESS

32050 Elk Lane Complaint

Deputy Carroll did not feel he could cite the property owner in good conscience because he has cleaned up the property significantly. After discussion, it was decided to suspend the monthly citation and still send the letter stating that the owner is in violation of the ordinance. If the property does not continue to improve, the resident will be advised that citations will resume. K. Wood added that notices have went out for the adoption of the assessment roll at the November Board meeting.

5265 318th Street Complaint

M. Willcoxon and P. Carlson said there was no change or improvement on this property this month. A letter and citation were sent last month. It was decided to move forward with a criminal citation. P. Tiede will be contacted to start the process. Planning will send a letter and citation.



Right-of-Way Policy

This policy was written due to discussion at previous Planning Commission meetings regarding the 2.5 acres lot sizes in the RRA. M. Olson added that this would help streamline the application process and explained how it will make it easier for residents to apply. He found that when he applied that the easement was not included in his 2.5 acres. M. Olson wants to help adjust the application to make it easier to apply, and do things in the correct order. He explained his experience in applying, they found out that 2.5 acres has to be dedicated, and there was not enough land for split with the easement. M. Olson discussed his experience: the current application states they have the option to talk to a planner with a sketch prior to applying. The boundary survey should have shown the right-of-way. This situation is not applicable to everyone, but this language change will affect everyone. **P. Carlson made a motion to recommend approval of the right-of-way policy to the Town Board. Second by M. Olson. Votes via roll call, Ayes 4, Nays 0. Motion carried.**

Home Occupation Ordinance Discussion

This pertains to the properties between 340th and 360th street on County Road 30, to be used not as commercial, but as home occupations. It will allow some developments, and not others. M. Willcoxon said there are issues with many items. Conditional uses can be adapted to protect the home space. This topic is tabled until next month for members to review the language.

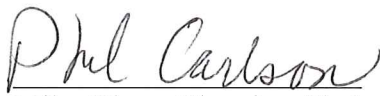
COMMISSIONER/TOWN BOARD REPORT

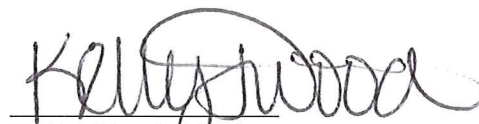
B. Seekon said that road work/shouldering is being done, the mower is fixed and Hall rentals have picked up.

NEXT REGULAR PLANNING COMMISSION MEETING IS WEDNESDAY, NOVEMBER 10, 2021 AT 7:00 PM.

ADJOURN

M. Olson made a motion to adjourn the meeting at 9:20 pm. Second by P. Carlson. Votes via roll call, Ayes 4, Nays 0. Motion carried.


Mike Olson, Planning Chair


Kelly Wood, Clerk

