



PLANNING COMMISSION MEETING
ISD #15 District Office Building 4115 Ambassador Blvd.
Wednesday, July 20, 2022 at 7:00 PM

AGENDA

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **ADOPT AGENDA**
4. **APPROVE MINUTES**
[A.](#) Minutes - June 15, 2022
5. **PUBLIC COMMENT**
6. **PUBLIC HEARINGS**
[A.](#) Comprehensive Plan Amendment
7. **REGULAR BUSINESS ITEMS**
8. **DISCUSSION BY PLANNING COMMISSIONERS**
9. **ADJOURNMENT**

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
June 15, 2022**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 p.m. by Chair Women Fairbanks
2. **Roll Call:** Present were Deborah Humann, Dean Becker, Liz Fairbanks, Dustin Pavel, and Colleen Sievert. Absent: Christina Bass, and Tara Kelly.

Others in attendance: Kate Thunstrom, Community Development Director; Beth Richmond, City Planner; and, Kevin Robinson, City Council.

3. **Adopt Agenda:** Motion by Pavel, second by Humann to approve the agenda. Motion carried 5-0.
4. **Approve Minutes:** Motion by Sievert, second by Fairbanks to approve the May 18, 2022 minutes. Motion carried 5-0.
5. **Public Comment:** None
6. **Public Hearing:** None
7. **Regular Business Items**

- a. Turtle Ponds 6th Addition Concept Review.

Richmond reviewed the staff packet including a request for review and discussion of a concept plan for a residential and commercial property which would include 11 attached townhomes. She noted that no formal action was required tonight, just discussion, specifically the question of whether or not residential was an appropriate use on this site.

Commission heard from Mr. Chaffin who was representing the applicant. He explained the plans for the pole barn to be converted initially be a sales office and later a showroom for sales for the building company. He also spoke about and answered questions related to the townhomes including the number of units, lot size, pricing and the home owner's association.

Commission discussed the question of having enough green space around the townhomes. Plans for backyard space, proximity to the golf course and the possibility of future grassy field were discussed.

Commission discussed a concern that was raised that rezoning occurs despite the Comprehensive Plan being in place. Richmond explained Staff have received many requests for different commercial enterprises that may not make sense on the site because of access issues. She stated in this case, Staff feels residential may make more sense but is open to commercial as well. Thurston explained this land was planned for commercial back when Turtle Ponds was developed but there wasn't a project in mind for that far out of town. Multiple uses on the land made sense because it is an awkward piece.

Commission discussed how the Comprehensive Plan is a living document that is subject

to change. Thunstrom explained it serves as a guide for City goals and ensures balance.

Commission discussed the idea of multiple uses on the land. The idea was raised to remove the pole barn and have additional townhome units built instead. Mr. Chaffin explained he wanted to have a presence in St. Francis to showcase their building services and this was an existing building that could be converted instead of paying rent somewhere else.

Commission had a consensus that they liked the idea of having a local construction company in the area and were comfortable with the plan for the townhomes.

8. Planning Commission Discussion

Commission discussed finding out how Pioneer Days went and the number of attendees.

- 9. Adjournment:** Meeting adjourned at 7:36 p.m.
Motion by Becker, second by Humann to adjourn. Motion carried 5-0.

Website Link to Packets and Minutes for the Planning Commission:

<https://www.stfrancismn.org/meetings>

Recorded by: Kate Thunstrom

DATE APPROVED:



PLANNING COMMISSION
AGENDA REPORT

TO: St. Francis Planning Commission
FROM: Beth Richmond, Planner
SUBJECT: Comprehensive Plan Amendment
DATE: 7-13-2022 for 7-20-2022 meeting
APPLICANT: Landform Professional Services, LLC (John Burbank)
LOCATION: 23925 St Francis Blvd
COMP PLAN: LDR, MDR, BPK/LI
ZONING: R-1, R-2, BPK

OVERVIEW:
John Burbank of Landform Professional Services has submitted an application for a Comprehensive Plan amendment for the property located at 23925 St. Francis Blvd NW. This 112-acre site is located between Hwy 47 and the Rum River and includes 6 parcels. The site is currently vacant, with areas of wetland, floodplain, woodland, and steep slopes. The entire site is located within the urban Rum River Management overlay district.

In December 2021, a concept plan for this property was reviewed by the Planning Commission and City Council. This concept plan included a mix of residential uses spread across the site, with a small commercial site located in the southwest corner. During the concept plan review process, it was determined that, among other approvals, the site would require a Comprehensive Plan amendment to reduce the amount of land planned for commercial use and to decrease the allowable density on the site in line with Rum River Management district requirements. The Planning Commission and City Council were supportive of the concept plan as proposed.

The Planning Commission is requested to hold a public hearing, review the Comprehensive Plan amendment, and provide a recommendation to the City Council. If approved, the applicant intends to submit additional applications in the future including rezoning and preliminary and final plats.



REVIEW PROCEDURE

60-Day Land Use Application Review Process

Pursuant to Minnesota State Statutes Section 15.99, local government agencies are required to approve or deny land use requests within 60 days. Within the 60-day period, an automatic extension of no more than 60 days can be obtained by providing the applicant written notice containing the reason for the extension and specifying how much additional time is needed. The deadline for the Comprehensive Plan amendment request is August 15, 2022.

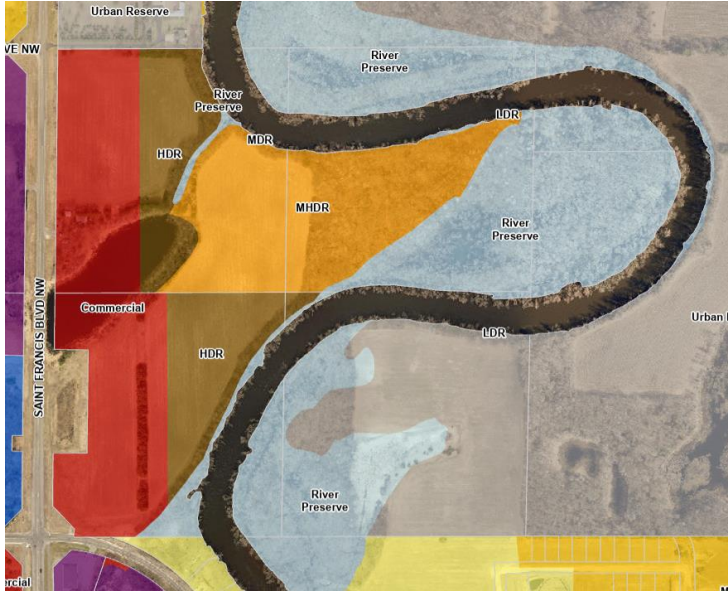
Public Hearing

City Code Section 10-31-03 requires that a public hearing for review of the Comprehensive Plan amendment request be held by the Planning Commission. The public hearing notice was published in the Anoka County Union Herald and mailed to all affected property owners located within 350 feet of the subject property.

COMPREHENSIVE PLAN AMENDMENT REVIEW

The site is currently split into four land use categories on the Future Land Use map in the Comprehensive Plan. 28 acres of land along Hwy 47 is guided for Commercial use. East of that is ~18 acres guided for High Density Residential use (12-60 units per net acre). Further east still is 24 acres guided for Medium/High Density Residential (7-12 units per net acre). The easternmost portion of land is located within the floodplain and is guided River Preserve. The split of the land use categories follows natural breaks in topography throughout the site.

Existing Future Land Use Map

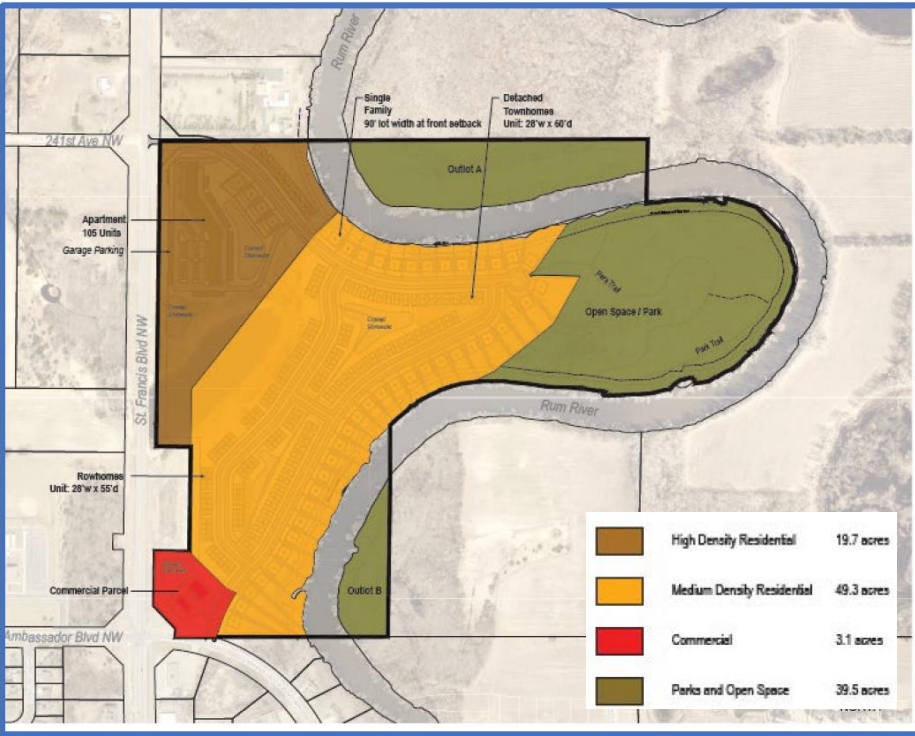


The Comprehensive Plan amendment as proposed would allow a future mixed-use development on the site including 113 single-unit detached residential lots, 82 attached townhome lots, a 105-unit apartment building, and a 3-acre commercial lot.

The requested Comprehensive Plan amendment includes:

1. A reduction of acreage of the commercial land use to 3.1 acres in the southwest corner of the site.
2. A consolidation of the High Density Residential land use to be 19.7 acres into the Northwest corner of the site.
3. Reguide the 49.3-acre balance of the site not identified as Parks and Open Space/River Reserve to be Medium Density Residential. The proposed mix of residential products in this location will meet with the density range of 3 to 7 dwelling units per acre.

Proposed Comprehensive Plan Amendment



The future development of the site will be required to adhere to the density ranges established for in the Comprehensive Plan for each residential land use category. Land guided for High Density Residential (HDR) use must have a density of 12-60 units per net acre. Land guided for Medium Density Residential (MDR) use must have a density of 3-7 units per net acre. Density will be calculated using the Metropolitan Council’s definition for net density which excludes land covered by wetlands, water bodies, public parks and trails, public open space, arterial road rights-of-way, and other undevelopable acres identified in or protected by local ordinances such as steep slopes. The applicant should complete calculations for net developable land and net density to ensure that the proposed development will conform to the land uses as requested in Comprehensive Plan amendment.

RECOMMENDATION

Staff supports the requested Comprehensive Plan amendment. The Rum River Management area includes requirements for minimum lot widths and lot area which limit the number of potential units possible on this site. In addition, there are topography challenges that make development challenging. City utilities have the capacity to serve the residential and commercial uses as proposed in this area. Once the City Council takes action on the Comprehensive Plan amendment request, the amendment will be submitted to the Metropolitan Council for final review.

Staff recommends the following:

1. Staff recommends approval of the Comprehensive Plan Amendment to reguide the property at 23925 St. Francis Blvd with conditions and findings of fact.

Proposed Conditions of Approval – Comprehensive Plan Amendment

1. The Comprehensive Plan amendment shall be submitted to the Metropolitan Council for final review and approval.

Proposed Findings of Fact – Comprehensive Plan Amendment

1. The proposed amendment is compatible with the surrounding land uses.
2. Public infrastructure is capable of serving the proposed development on this site.

PLANNING COMMISSION ACTION

After the public hearing and discussion, the Planning Commission could take one of the following actions:

1. Recommend approval with the conditions and findings of fact as presented by Staff.

Proposed Motion:

Move to recommend approval of the Comprehensive Plan Amendment to regulate the 112-acre site at 23925 St. Francis Blvd with conditions and findings of fact as recommended by Staff.

2. Recommend denial with Planning Commissioners' findings of fact.
3. Table the request to the next Planning Commission meeting and provide direction to Staff and the applicant as to the additional information needed.

ATTACHMENTS

- Applicant Submittals

LANDFORM
From Site to Finish

Narrative
Platinum Land Comprehensive
Plan Amendment

Prepared for:
Platinum Land
June 16, 2022

SUBMITTED TO
City of St. Francis
23340 Cree Street
St Francis, MN 55070



PREPARED BY
Landform Professional Services, LLC
105 5th Ave S, Suite 513
Minneapolis, MN 55401

TABLE OF CONTENTS

Introduction 1

Comprehensive Plan Amendment 2

Summary 3

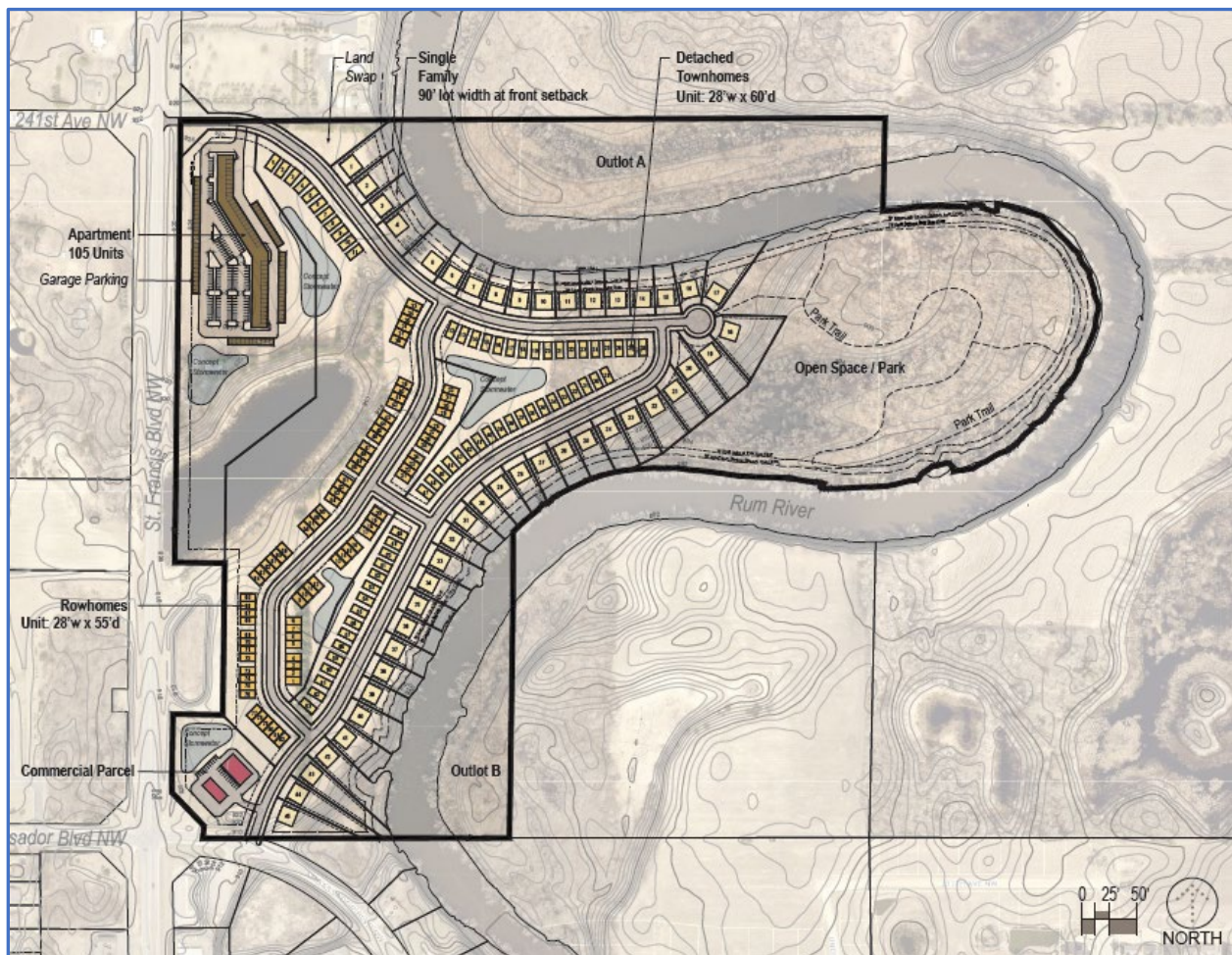
Contact Information..... 3

Introduction

On behalf of Platinum Land, LLC, Landform is pleased to submit this application for a comprehensive plan amendment. The requested Modifications to the 2040 Comprehensive plan are related to a decrease in density from what was approved in the 2040 plan and a change in the land use to reflect the land use that is being proposed by our client. The proposed plat was reviewed in concept form by the City's Planning Commission in 2019 and again on December 15, 2021. The concept was reviewed by the City Council on January 3, 2022. The Planning staff reports identified the need for a comprehensive plan amendment which is the purpose of this application.

The plat that is being prepared for a future application submittal to the City will be a mixed-use development that includes 41 single family residential, 72 detached townhomes, 82 attached townhomes, a 105 unit apartment and a lot for future commercial. A sketch plan for the plat is detailed below.

Plat Sketch Plan



The 112-acre site includes six parcels located at 2395 Saint Francis Boulevard NW. Our development plan includes a plat to consolidate those six parcels. We are excited about the improvements proposed for this site, and the requested comprehensive plan is the next step in our client's ability to bring the planned development to your community.

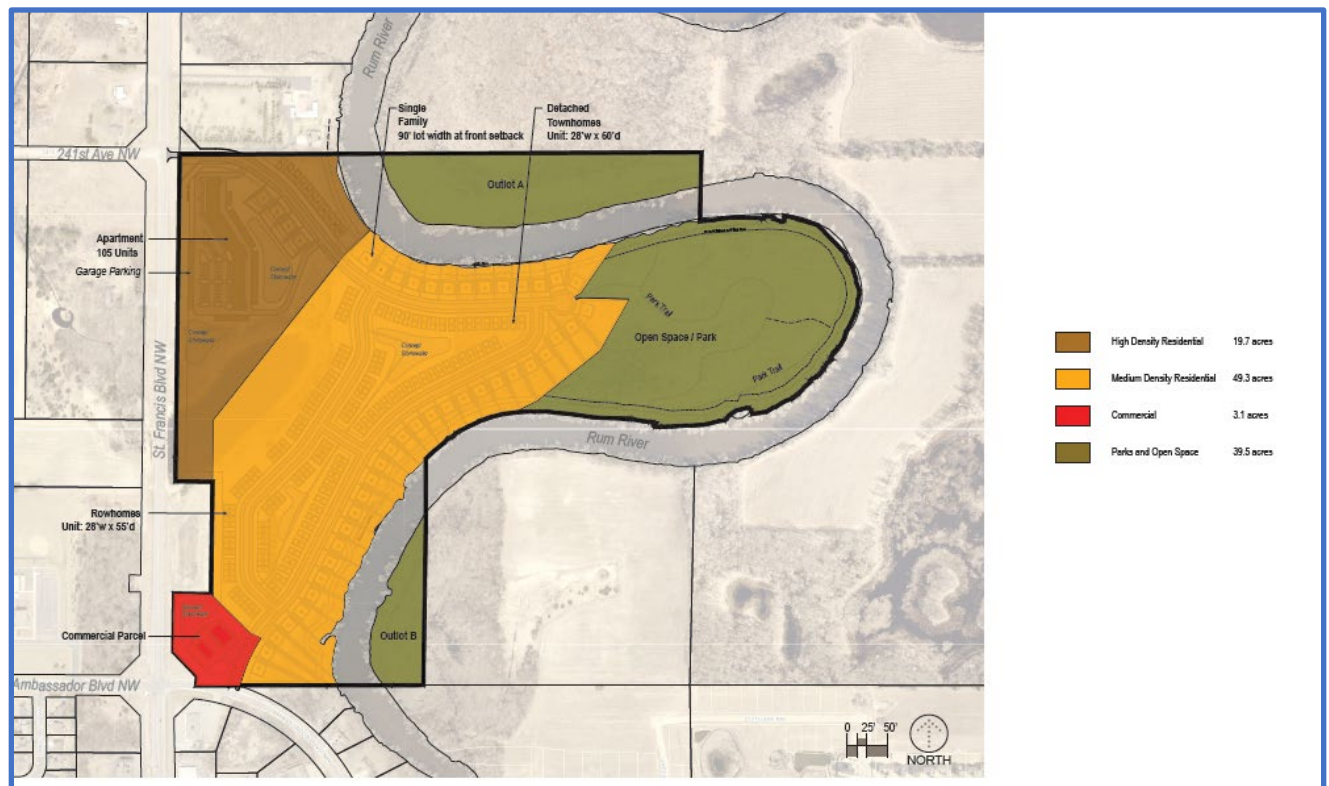
Comprehensive Plan Amendment

Density and Land Use Amendments - 2022

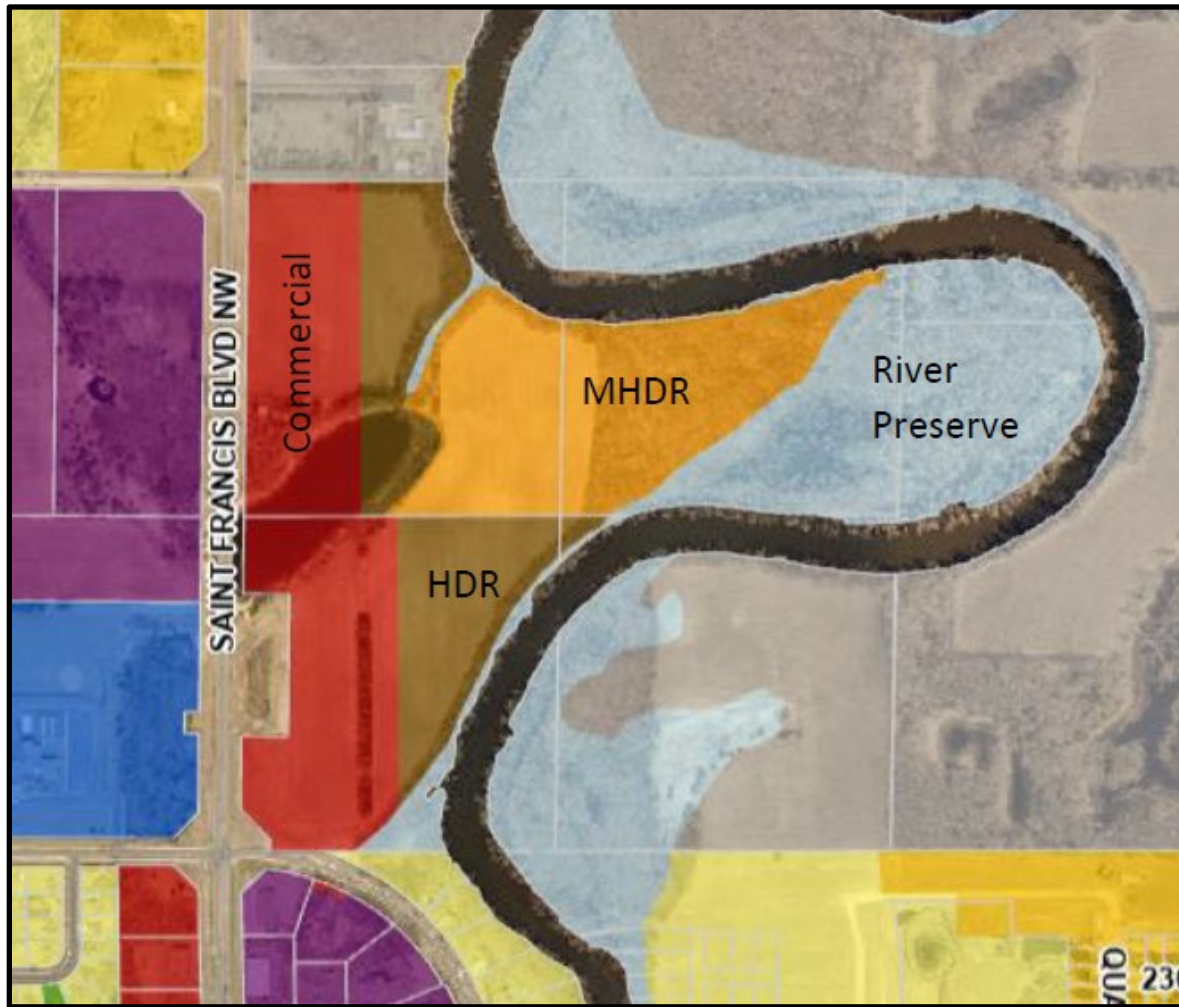
The concept plan review staff report for the project dated 12-08-2021 for the 12-15-2021 Planning Commission meeting identified the need to amend the comprehensive plan to have the land use and density requirements match the approved concept plan when it is formally presented to the city. The following narrative and graphics identify the proposed amendments:

1. A reduction of acreage of the commercial land use to 3.1 acres in the southwest corner of the site. Our client found that the market would not support the amount of acreage that was originally planned for in the Comprehensive Plan.
2. A consolidation of the High Density land use to be 19.7 acres into the Northwest corner of the site. The current designation locations do not promote efficient site layout and design.
3. Reguide the 49.3-acre balance of the site not identified as Parks and Open Space/River Reserve to be Medium Density Residential. The proposed mix of residential products in this location will meet with the density range of 3 to 7 dwelling units per acre.

Proposed Land Use



Existing Land Use



Summary

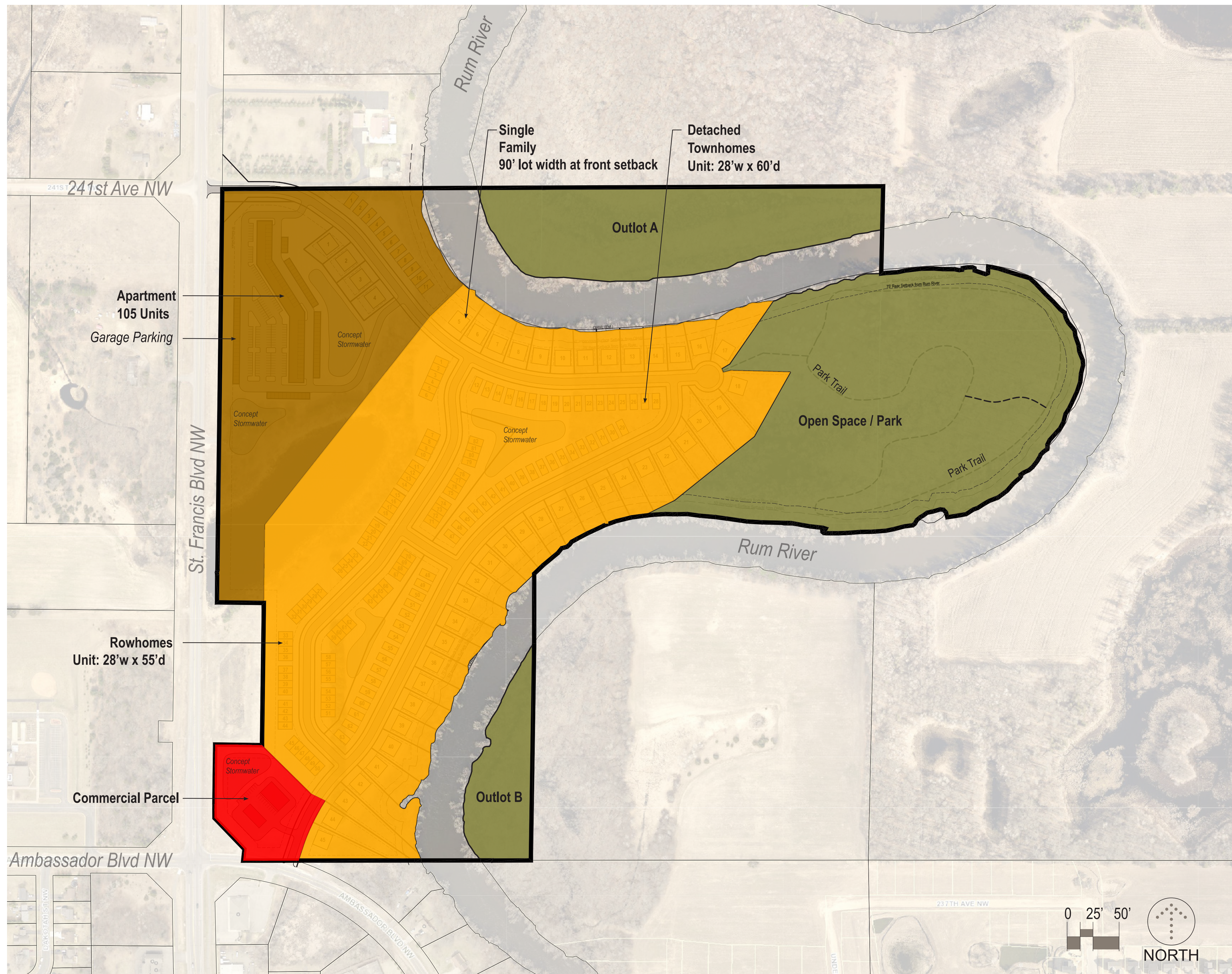
We respectfully request approval of the application for a Comprehensive Plan Amendment. Approval of the application would permit development of a mixed-use development that includes 41 single family residential, 72 detached townhomes, 82 attached townhomes, a 105 unit apartment and a lot for future commercial.

Contact Information

This document was prepared by:

John M Burbank, AICP
Landform
105 South Fifth Avenue, Suite 513
Minneapolis, MN 55401

Any additional questions regarding this application can be directed to John M Burbank at 612.638.0227.



	High Density Residential	19.7 acres
	Medium Density Residential	49.3 acres
	Commercial	3.1 acres
	Parks and Open Space	39.5 acres