

**CITY OF SANDSTONE
PLANNING COMMISSION
April 14, 2021**

CALL TO ORDER

Chair Riley called the meeting to order at 7:15 p.m. This meeting took place in-person at City Hall with a Zoom Video Conference option.

ROLL CALL

Members present: Steve Palmer, Randy Riley, Reese Frederickson, Rene Stadin, Andy Spartz
Members absent: None
Staff present: Administrator Kathy George
Others: Rachel Hansen, Charlie Gustafson

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion Spartz, second Palmer, to approve the Agenda as presented. Motion passed 5-0.

APPROVAL OF MEETING MINUTES

Motion Palmer, second Riley, to approve the minutes of the March 10, 2021 Planning Commission meeting. Motion passed 5-0.

PUBLIC HEARINGS

City Code Amendments

Motion Spartz, second Palmer, to open the public hearing at 7:20 p.m. Motion passed 5-0.

The Planning Commission has been working on many sections of City Code, either creating new codes or amending existing codes to align with the new Zoning Districts that were adopted in January. These additional sections of City Code require a public hearing. A notice of Public Hearing was placed in the 4/1 and 4/8 editions of the *Pine County Courier*. No comments from the public have been received.

The following actions were included in the Public Hearing notice:

- Amend Section 415 - Signs
 - Some changes were made to clean up the language and incorporate the newly adopted zoning districts. Commissioners had discussion about the requirement that freestanding signs in the Prospective Interchange Development District and the Professional / Light Industrial Business Park districts must be on-premise signs. Commissioners were split two to two on whether this restriction should remain. Commissioner Frederickson had to leave the meeting early; therefore, the tie could not be broken. Commissioners decided to refer this question to the City Council

for a final determination. The Administrative Citation was added as an option in Subdivision 10 – Penalties.

- Add Section 515.37 Subdivision 14 - Fences
 - This is a newly created section; currently, fences are regulated with a Fence Policy. The new ordinance establishes height limitations, setbacks, and allowable fence material. It also allows the Planning Commission to increase the maximum height of a fence. During discussion, the Planning Commission decided to increase the maximum height of fences in the Industrial District from seven feet to eight feet.

Chair Riley called for comments from the public. No comments were received.

Motion Palmer, second Spartz to close the Public Hearing at 8:10 p.m. Motion passed 4-0. Commissioner Frederickson had left the meeting early.

Motion Palmer, second Riley to recommend the City Council (1) determine whether freestanding signs in the Prospective Interchange Development District and the Professional / Light Industrial Business Park districts must be on-premise signs, (2) adopt the proposed amendments to section 415 Signs, (3) adopt Section 515.37 Subdivision 14 Fences. Motion passed 4-0.

Conditional Use Permit – Panther Park

The City has acquired the former Members Co-Op Credit Union property located at 406 Commercial Avenue North and is intending to create a new City park, Panther Park. The property is zoned Historic Downtown District. Parks are allowed with a Conditional Use Permit (CUP) in the Historic Downtown District.

A notice of the Public Hearing was published in the 4/1 and 4/8 editions of the *Pine County Courier*. The notice was also mailed to all property owners located within 350 feet of the subject property. No comments have been received prior to the hearing.

Motion Riley, second Palmer to open the Public Hearing at 8:17 p.m. Motion passed 4-0. Chair Riley called for any comments from the public. No comments were received. **Motion Palmer, second Riley to close the Public Hearing at 8:20 p.m. Motion passed 4-0.**

During the review process, the Planning Commission made the following findings of fact:

1. The use **will not** create an excessive burden on existing parks, schools, streets and other public facilities that serve or are proposed to serve the area.
2. The use **is** sufficiently compatible or separated by distance or screened from adjacent residentially zoned or used land so that existing homes will not depreciate in value and there will be no deterrence to development of vacant land.
3. The structure and site will have an appearance that **will not** have an adverse effect upon adjacent residential properties.
4. The use, in the opinion of the Planning Commission, **is** reasonably related to the overall needs of the city and to the existing land use.
5. The use **is** consistent with the purposes of the zoning ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

6. The use **is not** in conflict with the comprehensive plan.
7. The use **will not** cause traffic hazards or congestion.
8. Adequate utilities, access roads, drainage, and necessary facilities **are** being provided.

Motion Palmer, second Spartz, to recommend the City Council approve the Conditional Use Permit for Panther Park based on the stated Findings of Fact. Motion passed 4-0.

OLD & CONTINUING BUSINESS None

NEW BUSINESS

Rachel Hansen – Fence Height

Rachel Hansen and Charlie Gustafson are in the process of repurposing the Sprouts building for a new restaurant/bar venue. They want to fence in the back parking lot area for outdoor seating. The property is zoned Historic Downtown District. According to the new Fence Ordinance, fences in this district can be up to 6 feet high. Hansen and Gustafson would like the fence to be 7 feet high. The maximum height can be increased with approval of the Planning Commission.

Hansen had additional questions about the setbacks on the street side and the alley. She will work with Administrator George to come up with an agreement.

Motion Spartz, second Palmer to approve the fence height of 7 feet for parcel 45.5381.000 located at 421 Commercial Avenue North. Motion passed 4-0.

PHASE Building – 106 Main Avenue

MN Statutes 462.356 states that if the City has adopted a Comprehensive Plan, then no publicly owned interest in real property within the City can be acquired or disposed of until after the Planning Commission has reviewed the proposed acquisition or disposal and reported its findings to the City Council as to compliance with the Comp Plan.

The City would like to purchase the PHASE building at 106 Main Avenue and redevelop it for the Sandstone Public Library. The property is zoned Highway Mixed Use. The use will change from a professional office space to a library. The use as a library requires a Conditional Use Permit, which will be applied for at a later date.

Motion Spartz, second Palmer to determine that the City purchase of the PHASE building located at 106 Main Avenue and proposed use as a library is in compliance with the City's Comprehensive Plan. Motion passed 4-0.

OTHER

Administrator George reported that she is working with a property owner who plans to remove trees on his property zoned Prospective Interchange Development District to make way for a commercial use. The property owner has agreed to plant 31 new trees once his logging operation is complete.

ADJOURN: Motion Riley, second Spartz, to adjourn at 8:35 p.m. Motion passed 4-0.
Respectfully Submitted, Kathy George, City Administrator