

**CITY OF ST. CLOUD PLANNING COMMISSION**

Tuesday, April 12, 2016  
6:00 pm  
City Hall Council Chambers

**Roll Call:**

MEMBERS PRESENT: Jake Anderson, Sheila DeVine, Evan Larson, Bill Mund and Emil Radaich  
MEMBERS ABSENT: Dick Andzenge and Dennis Ballantine  
CITY COUNCIL REP.: Jeff Goerger  
STAFF PRESENT: Matt Glaesman and Ashley Skaggs

OPEN FORUM: No one was present to speak.

**Consent Agenda:**

APPROVAL OF STAFF REPORTS FOR APRIL 12, 2016 AS PART OF THE OFFICIAL RECORD  
APPROVAL OF MINUTES FROM THE MARCH 8, 2016 PLANNING COMMISSION MEETING  
ACTION TAKEN: Anderson/Mund/Approved (5-0)

**New Business:**

VAC-2016-03 / DAVID & NELLIE MAE INGVALSON / 515 & 527 53<sup>RD</sup> AVE SE  
ACTION TAKEN: Radaich/Mund/Approved (5-0)

Glaesman explained a request to vacate a 10' wide drainage and utility easement along the common property line between Lots 10 and 11, Block 3, Fairways 4<sup>th</sup> Addition. The two lots are proposed to be combined into a single zoning lot. There are no utilities within the easement, and vacating will allow the entire zoning lot to be used. Staff is supportive of the request.

Radaich made a motion to approve the vacation subject to staff recommendations. The motion was seconded by Mund and carried unanimously.

FINAL PLAT OF WEST PRAIRIE POINT 3<sup>RD</sup> ADDITION  
VAC-2016-04 / AHO NORTHWEST, INC. / 7000 322<sup>ND</sup> ST  
ACTION TAKEN: Mund/DeVine/Approved (5-0)

Glaesman explained a request for final plat approval of West Prairie Point 3<sup>rd</sup> Addition. The final plat will create a total of 30 single-family lots. In addition, the applicants are proposing to vacate approximately 1.22 acres from the west side of an existing drainage and utility easement. The existing easement was created with the initial platting of West Prairie Point. The majority of the easement is occupied by several wetlands and a stormwater holding pond. The applicant has received approval from Stearns County to fill one small wetland and reconfigure the stormwater pond. Staff is supportive of both requests.

Mund made a motion to approve the final plat and vacation request subject to staff recommendations. The motion was seconded by DeVine and carried unanimously.

2017-2022 CAPITAL IMPROVEMENTS PROGRAM & CAPITAL EQUIPMENT PLAN  
ACTION TAKEN: DeVine/Anderson/Approved (5-0)

Glaesman reminded Commissioners of the 2017-2022 Capital Improvements Program & Capital Equipment Plan process. Concerns regarding erosion of Riverside Park’s shoreland and other stretches of the Mississippi River have been raised during recent City Council and Planning Commission public forums. Phase I of the Riverside Regional Park Eastside Trail is included in the 2017-2022 CIP as an unprogrammed priority project (PK.UPP.09). The project requires \$800,000 to undertake the trail improvements and shoreland restoration. Due to the lack of a dedicated funding source, the project remains an unprogrammed priority.

DeVine made a motion to approve the 2017-2022 Capital Improvements Program and Capital Equipment Plan. The motion was seconded by Anderson. Commissioners expressed that while they do not necessarily support keeping the shoreland restoration project in the UPP, they understand the reality of the project’s lack of funding source. Larson called for a vote and the motion carried unanimously.

**2016 DEVELOPMENT FUND BUDGET AMENDMENT**

ACTION TAKEN: Mund/DeVine/Approved (5-0)

Glaesman explained that staff is seeking direction regarding potential Development Fund expenditures for professional services during the 2016 and 2017 budget years. Staff is requesting that the 2016 budget be amended to allow the RiverWalk Master Plan and the Downtown Streetscape Plan Update to move forward.

Commissioners discussed the several proposed future studies and their priority. Mund made a motion to approve amending the 2016 Development Fund budget to allow funding for the Riverwalk Master Plan and Downtown Streetscape Plan Update. The motion was seconded by DeVine and carried unanimously.

**ELECTION OF OFFICERS**

ACTION TAKEN: Approved (5-0)

The following slate of officers was unanimously approved:

<u>Chair</u>	<u>Vice Chair</u>	<u>Secretary</u>
Dennis Ballantine	Jake Anderson	Bill Mund

The following board appointments were unanimously approved:

<u>APO Policy Board</u>	<u>Heritage Preservation Commission</u>	<u>Park &amp; Recreation Advisory Board</u>
Sheila DeVine Evan Larson	Emil Radaich	Jake Anderson

**Other Business:**

**NEIGHBORHOOD BEST PRACTICES 2016 ACTION PLAN**

ACTION TAKEN: None

Glaesman presented the Neighborhood Best Practices 2016 Action Plan focusing on those recommendations affecting the Land Development Code and land use considerations. Individual action items will be presented for formal consideration over the coming year.

**OTHER BUSINESS**

ACTION TAKEN: None

Radaich referenced the St. Cloud 101 program and suggested a more in-depth Finance session to educate about the details of City budgeting and funding sources.

Planning Commission - April 12, 2016

Commissioners and staff recognized Andzenge and thanked him for his 11 years of service on the Planning Commission.

**Adjournment:**

There being no further business, the meeting was adjourned at 8:06 p.m.