

**CITY OF ST. CLOUD PLANNING COMMISSION**

Tuesday, December 13, 2016  
6:00 pm  
City Hall Council Chambers

**Roll Call:**

MEMBERS PRESENT: Jake Anderson, Dennis Ballantine, Marty Czech, Sheila DeVine, Bill Mund and Emil Radaich

MEMBERS ABSENT: -

CITY COUNCIL REP.: -

STAFF PRESENT: Jim Flaaen, Matt Glaesman and Ashley Skaggs

**OPEN FORUM:** No one was present to speak.

**Consent Agenda:**

**APPROVAL OF STAFF REPORTS FOR DECEMBER 13, 2016 AS PART OF THE OFFICIAL RECORD**  
**APPROVAL OF MINUTES FROM THE NOVEMBER 10, 2016 PLANNING COMMISSION MEETING**  
ACTION TAKEN: Anderson/DeVine/Approved (6-0)

**Public Hearings:**

**2018-2023 CAPITAL IMPROVEMENTS PROGRAM – PUBLIC INPUT SESSION #1**

ACTION TAKEN: None

Glaesman introduced the 2018-2023 Capital Improvements Program. Ballantine noted a letter received from Duane Koepp in support of improvements to the Municipal Athletic Complex (MAC).

Ballantine opened the public hearing and invited testimony. The following persons testified:

Emmett Keenan, 5715 Cardinal Ct – He spoke in support of improvements to the MAC and its fields.

Al Newman, St. Joseph – He spoke in support of improvements to the MAC and its fields.

There being no one else wishing to speak, the public hearing was closed.

**New Business:**

**DISPOSAL RECOMMENDATION / 903 & 909 1<sup>ST</sup> ST S**

ACTION TAKEN: DeVine/Mund/Approved (6-0)

Glaesman explained a request for a recommendation on the disposal of two outlots. Several adjacent property owners have shown interest in purchasing these outlots. Staff is recommending approval of the disposition of Outlots C & D. DeVine made a motion to recommend the disposition of Outlots C & D. The motion was seconded by Mund and carried unanimously.

**VAC-2016-10 / MARLENE LAHR / 3875 & 3879 21<sup>ST</sup> AVE S**

ACTION TAKEN: Anderson/Czech/Approved (6-0)

Glaesman explained a request to vacate a 20' wide drainage and utility easement centered on the common property line between Lots 19 and 20, Block 2, Sommersby Plat 2. Staff is supportive of the request. Anderson made a motion to approve the request subject to staff recommendations. The motion was seconded by Czech and carried unanimously.

**VAC-2016-11 / STINSON LEONARD STREET, LLP & FIRST HOLIDAY, LLP / 75 37<sup>TH</sup> AVE S & 3850 2<sup>ND</sup> ST S**

ACTION TAKEN: Mund/Anderson/Approved (6-0)

Glaesman explained a request to vacate a 75'/85' wide drainage easement located on Lot 1, Block 1, Dueber Plat 1 in an effort to clean up the property title. Staff is supportive of the request, but the applicant may want to seek confirmation of MNDOT's abandonment of any possible interest in the easement. Mund made a motion to approve the request subject to staff recommendations. The motion was seconded by Anderson and carried unanimously.

**Old Business:**

**DOWNTOWN STREETScape MASTER PLAN**

ACTION TAKEN: None

Glaesman provided an update on the Downtown Streetscape Master Plan. An open house was held on December 6, and a draft report is expected in January.

**CLEARWATER ROAD EXTENSION EAW**

ACTION TAKEN: None

An open house was held on November 22, 2016. The Environmental Assessment Worksheet (EAW) is available for public comment until January 12, 2017.

**RIVERWALK MASTER PLAN**

ACTION TAKEN: None

An open house will be held on December 14 at the River's Edge Convention Center. The open house will focus on what activities will attract people to the riverfront.

**BROWNFIELD ASSESSMENT PROGRAM**

ACTION TAKEN: None

Glaesman provided an overview of the Brownfield Assessment Program. A \$400,000 grant was awarded to the City by the EPA for assessment purposes.

**Adjournment:**

There being no further business, the meeting was adjourned at 6:31 p.m.