

CITY OF MARINE ON ST. CROIX
PLANNING COMMISSION
REGULAR MEETING

Tuesday, April 25th 2017 - 7:30pm
121 Judd Street – Village Hall

1. Call to Order

The City of Marine on St. Croix Planning Commission regular meeting of April 25, 2017 was called to order by Chairman Mrosla at 7:30pm. Spisak, Hagstrom, Warren, Brenner, Roden, and Smitten present.

Citizens Present: Jeff Roach

1. Call to order 7:30 pm.
2. Pre-Application-Jeff and Carissa Roach 570 Judd Street
. CUP Request for Accessory Apartment
3. Old/New Business
. Asa Parker Variance Update
4. Approval of Minutes (February 28, 2017)
5. Adjournment

Pre-Application – Jeff and Carissa Roach 570 Judd Street

- . CUP Request for Accessory Apartment

Jeff Roach was present and shared some background on the property. The goal is to make it into an office or usable space, for in laws, etc. There would be a kitchen and a bathroom, but as the septic mound was sized for 3 bedrooms for the original building, there would not be a formal bedroom. Mrosla provided the Commission with a drawing of the property and letter from Washington County confirming that the current septic system could be used with an accessory apartment.

Seeing that the request appears to meet all of the requirements in Section 409 of the Zoning Code, Mrosla asked Roach how quickly he would like to move the application forward. Roach responded that he would like to fast track the process if possible. Mrosla stated that that would require a formal application to Clerk Lynette Peterson by Thursday April 27th. When asked about other requirements, Assistant Clerk Kiersten Young added that the application would also need to be sent to the MNDNR at least 20 days before the Public Hearing date. Warren stated that sending an application without a Staff Report of findings and analysis would not serve the application/applicant well. Warren further stated that the drawing looks similar to a single family home and that there is no way to know no one would be living there. Brenner explained to Roach that a Staff Report is procedural, and the DNR is involved as the property is also subject to the requirements and Review Criteria of the St. Croix River Overlay District (Section 510 of Zoning Code).

There was discussion about how best to proceed with both the DNR requirement and the 60-day requirement to respond to a case after an application has been filled out. It was decided

that Planning Commission members Warren, Roden, and Spisak would be assigned to the case, and would report back on findings at the next Planning Commission meeting on May 30th, and then set the Public Hearing date and send the materials to the DNR. Smitten advised Roach to wait to fill out the application until May 17th or later to allow the Commission to make a decision within the 60 day requirement.

Roach asked the Commission if there was anything else he needed to do before the members came to the property. Hagstrom suggested that any additional pertinent information be submitted. Roach said he will do that and that he has been in contact with the Watershed District. Roach also asked if he could move forward with the Building Permit he was granted to fix the current drainage issue there is with the foundation, and the Commission agreed that he could do that.

Old Business:

. Asa Parker Variance Update

Warren shared with the Commission that there had been an updated drawing of the second floor, with that floor larger than the first floor. The additional width over the setback area was beyond the requested variance, and that part of the design was set aside before the hearing. There was some discussion about overhangs. Warren suggested adding something in the ordinance about measuring from the foundation up in relation to setbacks. Brenner stated that the Commission always views Variance requests in context, including the size, what is surrounding the property, etc. The Commission consensus was that no amendments were needed for the previously approved Variance.

New Business: None

Approval of Minutes:

Smitten mentioned a typo under Zoning Amendment Discussion in the third paragraph. “In regards to prohibiting new structures, Smisak pointed out...” This looked like a combination of Smitten and Spisak, and it was determined that it was Spisak who made the comment and it should be changed to correct that.

*Smitten moved and Roden seconded to approve the February 28 Planning Commission minutes as amended. **Motion passed unanimously.***

Adjournment: *Brenner moved and Smitten seconded to adjourn at 8:15 pm. **Motion passed unanimously.***

Minutes taken by Kiersten Young, Assistant City Clerk