

CITY OF MARINE ON ST. CROIX
PLANNING COMMISSION
REGULAR MEETING

Tuesday, January 26, 2020 - 7:30pm
Virtual Meeting

1. Call to Order
2. Welcome Tim Casey
3. Wireless Communications Ordinance progress update
4. PC Member Terms and Procedure for Recruitment Process
5. New and Old Business
 - Response Process for Resident Inquiries
6. Approval of minutes:
 - November 24
7. Adjourn

City of Marine on St Croix Planning Commission - January 15, 2021
 Wireless Communications Ordinance - Proposed Work Schedule

Date	Activity	Status
December 10, 2020	December City Council meeting <ul style="list-style-type: none"> • City Adopt Budget with allocated funds • Mayor Execute Agreement with Consultant Carly Kehoe (KPCG) 	Complete
December 21, 2020	KPCG Deliver Map and Cell Tower Info to PC Committee	Complete
January 15, 2021	Phone Call Between PC Committee and KPCG <ul style="list-style-type: none"> • Discuss initial mapping, community concerns to be highlighted in the ordinances, and answer general questions 	Complete
January 26, 2021	January Planning Commission Meeting <ul style="list-style-type: none"> • Share mapping provided to date • Highlight 1/15/2021 discussions with KPCG • Discuss schedule 	
February 1, 2021	KPCG Deliver Ordinance Templates (4G and 5G) to PC Committee	
February 15, 2021	PC Committee Return Marked Up Templates to KPCG for Review and Comment <ul style="list-style-type: none"> • Possible Phone Call Between Committee and KPCG 	
February 23, 2021	February Planning Commission Meeting <ul style="list-style-type: none"> • Discuss work to date with full Commission • Set workshop with City Council for March 15-18 • Discuss RFP process at a high level 	
March 1, 2021	KPCG Return First Markup Comments to PC Committee	
March 8, 2021	Distribute draft ordinances to PC and CC in preparation for workshop	
March 15-18, 2021	Joint City Council and Planning Commission Workshop <ul style="list-style-type: none"> • Discuss draft ordinances • Discuss content and any necessary revisions/document questions and concerns • Attendance (virtual) by KPCG 	
March 25, 2021	PC Committee returns any revisions to KPCG for final review/implementation	
April 16, 2021	KPCG return final draft ordinance to PC Committee	
April 27, 2021	April Planning Commission Meeting <ul style="list-style-type: none"> • Full Commission perform final review • Intent to recommend adoption/implementation (including review by City Attorney) • Further discuss RFP process – next steps, contract, etc. 	

CITY OF MARINE ON ST. CROIX
PLANNING COMMISSION
MINUTES

Tuesday, November 24, 2020 - 7:30pm
Virtual Meeting via Zoom

Present: Chairman Gerry Mrosla, Commissioners Henry, Spisak, Smitten, Sanderson.
Citizens present: Larry Martin, Gwen Roden, Juli Hagstrom.

Chairman Mrosla called the meeting to order at 7:32 p.m.

Wireless Communications Ordinance progress update

Commissioner Spisak reported that council had generally accepted the request for consultant services and will consider options for funding in the 2021 budget at the Truth in Taxation meeting, Dec. 1. The group is in communication with the consultant about a timeline.

Zoning Code updates

Chairman Mrosla noted that the memo was almost ready.

Addressing the issue of adult residential care, including facilities, “granny pods,” etc., Commissioner Henry expressed hope that the council will tackle zoning elements sooner rather than later, saying the topic is vast and she would be happy to assist in the future.

On the topic of day care facilities, Smitten noted that in the proposed ordinance they are allowed by conditional use permit in residential zones. Including definitions of day care as for children or minors would be OK. If someone wants to have an in-home day care I think we can support that.

It was in the code previously as a permitted use. The memo should have a definition or explanation of residential care so that the council understands that it’s addressing adult care.

Strike residential care facilities throughout – keep in memo. Keep day care facilities under conditional use.

The commission considered whether to prioritize the list in the table, ultimately deciding that all of the items were important and to keep the existing order.

Commissioner Spisak moved to approve the amended and updated zoning ordinance revisions, dated Nov. 20, 2020, and move them to council for consideration, approval and adoption.

Smitten seconded. Roll call vote: Mrosla – Aye; Spisak – Aye; Smitten – Aye; Sanderson – Aye; Henry – Aye. Draft Zoning Ordinance approved.

Spisak moved to approved the memo, saying, “After extensive and exhaustive review of the Marine on St. Croix Zoning Code the Planning Commission has identified 22 items in the attached memo that need council consideration, review, and further direction. The Planning Commission requests that the council address these issues, many of which represent gaps in the code and vulnerability to the city.” Smitten seconded. Roll call vote: Mrosla – Aye; Sanderson – Aye; Smitten – Aye; Spisak – Aye; Henry – Aye. Memo approved.

New and Old Business

Commissioner terms: Brenner, Spisak, and Sanderson’s terms are coming to an end. Mrosla will get in touch with them to see if they’re interested in being appointed for another term. He thanked them, and the entire commission.

Approval of minutes

November 10 Meeting

Sanderson moved and Spisak seconded approval of the minutes of the November 10 meeting.

Roll call vote: Mroska – Aye; Smitten – Aye; Spisak – Aye; Sanderson – Aye; Henry – Abstain.

Minutes approved as drafted.

Adjournment

Spisak moved and Henry seconded to adjourn at 8:21 pm. Roll call vote: Mroska – Aye; Henry – Aye; Smitten – Aye; Sanderson – Aye; Spisak – Aye. Motion passed unanimously.

Minutes taken by Suzanne Dammann, Assistant City Clerk.