



**CITY OF ISANTI  
PLANNING COMMISSION MEETING  
TUESDAY, APRIL 21, 2020**

**at 7:30 P.M. virtually\* through [gotomeeting.com](https://gotomeeting.com);**

**\*Please join my meeting from your computer, tablet or smartphone.**

**<https://global.gotomeeting.com/join/903292717>**

**You can also dial in using your phone.**

**United States: +1 (646) 749-3122**

**Access Code: 903-292-717**

- 1. Meeting Opening**
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
- 2. Meeting Minutes**
  - A. Approval of Minutes from March 17, 2020 Planning Commission Meeting
- 3. Public Hearing**
  - A. Request Tibetan American Foundation of Minnesota for a Conditional Use Permit under City Ordinance 445, Section 7, Article 2, Subd.3 said request is for a Religious Institution at 1321 Heritage Blvd. NE. PID 16.028.0200
  - B. Request from Deanna Bunes for Rezoning property located at 201 Main Street from R3-A low density multiple family residential to B-1, Central Business District with D-1 Downtown overlay for an office use under City Ordinance 445, Section 23., Article 1, PID 16.050.0770
  - C. Request from Scott Boecker to amend the City Zoning Code, Ordinance 445, Section 7, Article 1 to include commercial recreation as a permitted use, under City Ordinance 445, Section 23., Article 1.
- 4. Other Business**
- 5. Discussion Item**
  - A. Impervious Surface Maximum
- 6. Adjournment**

**CITY OF ISANTI  
PLANNING COMMISSION  
MEETING MINUTES  
MARCH 17, 2020**

**1. Meeting Opening.**

**A. Call to Order.**

Chairman Johnson called the meeting to order at 7:39 p.m.

**B. Pledge of Allegiance.**

The Pledge of Allegiance was recited.

**C. Roll Call.**

**Members Present:** Jeff Johnson, Paul Bergley, Jimmy Gordon, Alexander Collins, Steve Lundeen and Aryssa Simon.

**Members Absent:** Dan Collison

**Staff Present:** City Clerk/Human Resources Katie Brooks, Assistant City Administrator / Special Projects Don Lorsung

**Others Present:** None.

**D. Agenda Modifications.**

Lorsung stated there were none. Motion by Lundeen, seconded by Bergley to adopt the agenda. Motion passed 6-0.

**2. Approval of Minutes.**

Motion by Simon, second by Bergley to approve the February 18, 2020 Planning Commission Meeting Minutes. Motion passed 6-0.

**3. Public Hearings**

**A. Consider Adoption of the 2020 Comprehensive Plan Update**

Lorsung presented draft copies of the plan to the Commission to review. He then presented a PowerPoint on the 2020 Comprehensive Plan Update that summarized the plan and also presented the draft 2020 Future Land Use Map. Bergley asked for clarification on location of new areas guided for industrial development. Chairman Johnson opened the Public Hearing at 7:48 p.m. There were no comments presented at the Public Hearing. Chairman Johnson closed the Public Hearing at 7:49 p.m. Bergley and Johnson expressed gratitude for staff work on the comprehensive plan update.

Motion by Lundeen, seconded by Bergley to approve adoption of the 2020 Comprehensive Plan Update. Motion passed 6-0.

#### **4. Other Business.**

##### **A. Appointing Secretary due to resignation**

Lorsung overviewed a memo prepared by Community Development Director Sheila Sellman and clarified her recommendation that the Community Development Director or their designee shall be officially appointed Secretary to the Planning Commission. That way the Community Development Director would have the flexibility to serve or have their designee perform the functions of Secretary.

After further discussion a motion was made Lundeen, seconded by Gordon to appoint the Community Development Director or their Designee as Secretary of the Planning Commission. Motion carried 6-0.

#### **5. Discussion Items**

##### **A. Development of land**

Chairmain Johnson asked which board should discuss development of a parcel of land on the east side of Highway 65. After discussion, staff recommended that conversation regarding that parcel should start with the Economic Development Authority.

#### **6. Other Communications.**

##### **A. None.**

#### **7. Adjournment**

Motion by Bergley second by Lundeen to adjourn the March 17, 2020 meeting of the Planning Commission. Motion was unanimously approved.

The meeting adjourned at 7:52 p.m.

Respectfully submitted,

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Don Lorsung  
Assistant City Administrator/Special Projects



## MEMORANDUM

TO: Planning Commission

FROM: Sheila Sellman, Community Development Director

DATE: April 21, 2020

SUBJECT: Conditional Use Permit – Tibetan American Foundation of Minnesota

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### Request:

The applicant, Tibetan American Foundation of Minnesota (TAFM), is requesting a Conditional Use Permit (CUP) for a Religious Institution at 1321 Heritage Blvd.

### Overview/Background:

In the B-2, General Business District zoning district Religious Institution requires a Conditional Use Permit (CUP). Spirit River Church previously occupied the space and did not have a CUP, therefore TAFM needs one. If Spirit River had one it would just transfer, since CUP's run with the land, but for whatever reason there isn't one recorded for this property.

### Analysis of Application:

The Planning Commission shall hold a public hearing and consider possible adverse effects of the proposed Conditional Use. The judgment of the Planning Commission shall be based upon, but is not limited to the following factors:

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the goals and objectives of the Comprehensive Plan, including public facilities and capital improvement plans.  
*The subject property is not serviced by city sewer and water.*
2. The proposed action meets the purpose and intent of this Ordinance and the underlying zoning district. *Religious Institutions are a Conditional Use in the B-2 zoning district, applying for the CUP meets the purpose and intent.*
3. The establishment, maintenance or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental or endanger the public health, safety, morals, or comfort. *The establishment will not be detrimental or endanger the public. The site has historically been used as a religious institution or gathering place.*

4. The conditional use will not be injurious to the use and enjoyment of other property within the immediate vicinity for the purposes already permitted; nor substantially diminish or impair property values within the neighborhood. *The use is a continuation of what has been there and will not diminish or impair property values.*
5. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. *The conditional use will not impede on the normal and orderly development and improvement of surrounding property.*
6. Adequate public facilities and services are available or can be reasonably provided to accommodate the use which is proposed. *The site is not served by City sewer and water and is not planned to be in the near future.*
7. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located. *The use meets this requirement.*
8. The conditional use complies with the general and specific performance standards as specified by within this Article. *The use meets this requirement.*

**Staff Recommendation:**

Staff recommends approval of the Conditional Use Permit. The site has historically been used as a religious institution/gathering space. At this time staff does not have recommendations for conditions, if the Planning Commission would like to add conditions to this CUP it should be discussed at the public hearing.

**Attachments:**

- Letter from the applicant.

March 6, 2020

To:

Sheila Sellman, Director of Economic Development  
City of Isanti, MN

**Subject: Purchase of Spirit River Community Church**

PID# 160280200 Address: 1321 HERITAGE BLVD NE, ISANTI, MN 55040

Dear Council Members,

We are very pleased to have found a suitable property for the Tibetan American Foundation of Minnesota (TAFM) in the beautiful City of Isanti. TAFM is a registered non-profit organization which was founded in 1992 under the guidance of His Holiness the Dalai Lama, Nobel Peace Prize Laureate and our spiritual leader. His Holiness the Dalai Lama teaches us to be kind, compassionate, and a loving human being. Minnesota Tibetans started settling in the Twin Cities around 1990s. Over the years, our community has grown bigger and has now out-grown the current center located at 1096 Raymond Ave. St Paul, MN. We have been in search for a new larger center for a while and amongst many properties we have seen so far, we found the property at 1321 HERITAGE BLVD NE, ISANTI, MN 55040 the most suitable for our community. The goal of TAFM is to follow the path of His Holiness the Dalai Lama's teachings, preservation and promotion of our culture and tradition. In this era of rapid extinction of many old unique traditions, cultures and languages, we believe that it is very important to protect and preserve these unique characters for the future generations. We also believe that assimilation is as important as preserving one's own faith, culture and tradition.

Tibetan Americans are widely known for simplicity, hardworking, honest and peace-loving people. In our community, homeownership and college graduation rates are significant which proves our drive to succeed in America and live the American Dream. Many Tibetan parents are uneducated but they work very hard so our younger generation can receive proper education. We make good, friendly neighbors wherever we settle and we are very proud to say that we are self-reliant and resourceful members of the society. Our self-sustenance is well reflected by the least number of government welfare recipients.

The current property is used for the following events and programs, which will also be similar at the new property and would comply with city codes.

1. Language and spiritual classes on Saturdays for four hours for approximately 151 students.
2. Academic mentoring and tutoring program on Friday evenings for 2 hours attended by about 20 students. This program is unique and considered an exemplary program for other communities as well.

3. Monthly board meeting on weekends - 12 board members.
4. Office hours - Three days a week- Monday, Wednesday and Saturday - two employees.
5. Performing Arts & Dance classes on Sundays for 6 hours, about 95 students.
6. Occasional meeting venue for local NGOs such as Regional Tibetan Women Association, Regional Tibetan Youth group and MN Tibetan Nurses Association which would be attended by about 20 to 30 community members.
7. Yearly High School Graduation ceremony - about 40-50 attendees.
8. Annual Free Flu Shot service provided for anyone in the community - 200+ attendees.
9. Free ACT and SAT preparation for college entrance exams - 20-30 attendees.
10. Community gathering of approximately 400 people to celebrate various Tibetan and American holidays/events such as Tibetan New Year-Lunar Calendar. His Holiness the Dalai Lama's birthday (July) etc.
11. Hall rental to only TAFM members for graduation, birthday and wedding parties with approximately 300 people.
12. Spiritual teachings and practices for approximately 150 to 250 attendees on a monthly basis.

There is a significant number of Tibetan American population in the NE region and the neighboring cities. We are very hopeful that in the future many of our community members would likely move closer to the property which will surely have a positive communal and economic impact to the city.

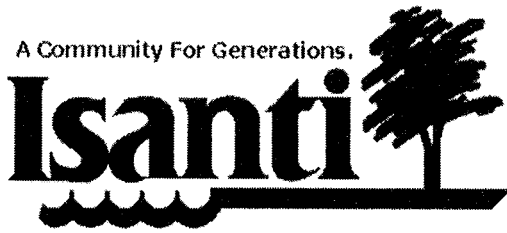
We have a very good standing record with our current city and we plan to carry on and continue the good rapport with our new city and its law makers. We have never had any major issues with the police or fire department at our current location ever since we moved in 2002. We do not foresee having any problems in Isanti with the Police or the Fire Department.

Thank you for your consideration in this matter and we look forward to calling Isanti our new home.

Sincerely,

Name: Wang Pintsok

Title: President of Tibetan American Foundation of Minnesota



## MEMORANDUM

TO: Planning Commission

FROM: Sheila Sellman, Community Development Director

DATE: April 21, 2020

SUBJECT: Rezoning of 201 Main Street from R3-A Low Density Residential to B-1 Central Business District with D-1 Downtown Overlay

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### **Request**

The applicant Deann Bunes of Serenity Circle Counseling is requesting to rezone property located at 201 Main Street from R3-A Low Density Residential to B-1 Central Business District with D-1 Downtown Overlay to build a new office building. The R3-A district does not allow office buildings.

### **Overview/Background**

The purpose of the Comprehensive Land Use Plan is to ensure the orderly growth and development of the city while maintaining a sound infrastructure and economy. The subject site has a Comprehensive Land Use designation of CBD, Central Business District. This land use designation identifies with commercial and retail uses in historic downtown. Development is regulated by the Comprehensive Land Use Plan (Comp Plan) and the Zoning Code. The Comp Plan pertains to the long-range plan for the site and the zoning code provides use and development requirements. Typically, the comp plan and zoning district should be the same or compatible. Rezoning the subject site would make achieve this. The site is suitable for an office building and is an extension of downtown.

### **Review of Amendment**

When reviewing any zoning ordinance text amendment or zoning map change, the Planning Commission must consider and make findings based on the following factors, as provided within the Zoning Ordinance:

Section 21 Administration and Enforcement, Article 1: Text and Map states:

“D. The Planning Commission shall conduct a public hearing and report its findings and make recommendations to the City Council. The Planning Commission shall consider possible adverse effects of the proposed amendment. The judgement of the Planning Commission



with regard to the application shall be based upon, but is not limited to, the following factors:

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the City Comprehensive Plan, including public facilities and capital improvement plans.
2. The proposed action meets the purpose and intent of this Ordinance or in the case of a map amendment; it meets the purpose and intent of the individual district.
3. There is adequate infrastructure available to service the proposed action.
4. There is adequate buffer or transition provided between potentially incompatible districts.”

**Staff Recommendation**

Staff recommends approval of the rezoning request.

**Attachments**

- Letter of request



# Serenity Circle

COUNSELING

3/16/2020

Property Address: 201 Main Street W, Isanti, MN 55040

The address will be used for a new therapy office. The office is currently located at 401 E. Dual Blvd, Ste 120, Isanti, MN 55040 and will be transferring to the new office location to allow for additional therapy room.

Respectfully,



Deanna Austin Bunes



## MEMO

**To:** Planning Commission

**From:** Sheila Sellman, Community Development Director

**Date:** May 28, 2019

**Subject:** Public Hearing - Amendment to Zoning Ordinance No. 445, Section 7 Business Districts, Article One "CBD" Central Business District, to add Commercial Recreation as a Conditional Use

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### **Background**

Scott Boecker has requested an ordinance amendment to allow for Commercial Recreation in the Central Business District. He is specifically looking at a space downtown. The current ordinance does not allow commercial recreation in the B-1, Central Business District. The purpose of the "B-1" Central Business District (CBD) is to "promote mutually compatible business activities in downtown Isanti. What makes the Central Business District unique from the General Business District is that it is a commercial area that serves as a focal point both culturally and historically for the City of Isanti. Commercial uses, to include but are not limited to retail, office, and service uses; encourage and support pedestrian movement and activity within the Central Business District."

The applicant is requesting to add this use as a permitted use in the B-1 district, however the other business districts in town allow commercial recreation as a conditional use, therefore staff recommends if added, it should be a conditional use and because this amendment is not site specific it would apply to all of the B-1 district.

Specifically, the applicant is looking to open an indoor playground and fitness center for children. His indoor facility will offer playground structure, inflatables, climbing wall, obstacle course, toddler area and much more. The facility will have open play, birthday parties and fitness kid's classes.

### **Public Comment:**

No public comment had been received regarding the proposed text amendment prior to the release of the staff memo.

### **Proposed Zoning Ordinance Amendment**

Attached for Planning Commission review and recommendation is a draft ordinance amending Zoning Ordinance No. 445, Section 7, Article One, Subdivision 3; Conditional Uses; adding Commercial Recreation as a Conditional Use. The Planning Commission should discuss if added, whether or not this should be permitted or a CUP.

### **Review of Amendments**

When reviewing any zoning ordinance text amendment or zoning map change, the Planning Commission must consider and make findings based on the following factors, as provided within the Zoning Ordinance:

Section 21 Administration and Enforcement, Article 1: Text and Map states:

- “D. The Planning Commission shall conduct a public hearing and report its findings and make recommendations to the City Council. The Planning Commission shall consider possible adverse effects of the proposed amendment. The judgement of the Planning Commission with regard to the application shall be based upon, but is not limited to, the following factors:
1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the City Comprehensive Plan, including public facilities and capital improvement plans.
  2. The proposed action meets the purpose and intent of this Ordinance or in the case of a map amendment; it meets the purpose and intent of the individual district.
  3. There is adequate infrastructure available to service the proposed action.
  4. There is adequate buffer or transition provided between potentially incompatible districts.”

### **Staff Recommendation**

Staff Recommends approval of the proposed text amendment as a Conditional Use.

### **Attachments**

- Proposed draft Ordinance
- Written request

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE AMENDING ORDINANCE NO 445 ZONING;  
SECTION 7 BUSINESS DISTRICTS, ARTICLE ONE "CBD" CENTRAL BUSINESS DISTRICT,  
SUBDIVISION 3: CONDITIONAL USES, TO ADD COMMERCIAL RECREATION AS A  
CONDITIONAL USE**

**THE CITY OF ISANTI DOES ORDAIN:**

**I. AMENDMENTS**

**Ordinance No. 445, Zoning, Section 7: Business Districts, Article One "CBD" Central Business District, Subdivision 3 Conditional Uses** shall be hereby amended to add the following:

S. Commercial Recreation

**II. AMENDMENTS**

**Ordinance No. 445, Zoning, Section 7: Business Districts, Article 2 "B-2" Central Business District, Subdivision 3 Conditional Uses** shall be hereby amended and subsequently re-numbered with the previous amendment of this Section of the Ordinance.

**III. EFFECTIVE DATE**

This ordinance shall take effect upon its adoption and publication in the City's Official Newspaper.

Adopted by the City Council this \_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
Mayor Jeff Johnson

ATTEST:

\_\_\_\_\_  
Katie Brooks, Human Resources/City Clerk

Welcome to My Jungle Gym  
Indoor Playground & Fitness for kids

Our indoor playground facility offers a safe, clean, jungle of fun space to celebrate your child's birthday or achieve their fitness goals. Play area will offer playground structure, inflatables, climbing wall, obstacle course, toddler area and much more. I believe that adults play a critical role in a child's life and with that understanding I believe our indoor playground will create an environment that invites both child & parent to spend "Quality" time together. Our playground will have open play, birthday party's and fitness kid's classes. Birthday party's and fitness classes will be limited to 10 to 15 kids. Families will park in city lot across the street from business and on Main St. Parents and guardians must always supervise their children to ensure their safety at My Jungle Gym. Open play will be Tuesday-Friday 10am-2pm and Saturday 9am-12noon. Fitness classes will be Tuesday-Friday 4pm to 9pm and Saturday at 8am. Birthday parties will be Friday, Saturday and Sunday.

I chose the City of Isanti because there is not a lot of places for kids to go play indoors or celebrate their birthday. The building would be a great fit because of the high ceilings and open area. I've been looking in this area for a building for over a year and no other buildings have 12ft ceilings and 6,000 sq ft of open area for kids to play like this building. Also having a business like this in Isanti would bring in families from other surrounding communities to see what Isanti has to offer.

Thank You for your Time

Scott Boecker