

**CITY OF ISANTI
PLANNING COMMISSION
MEETING MINUTES
MARCH 21, 2017**

1. Meeting Opening.

A. Call to Order.

Chairman Wimmer called the meeting to order at 8:18 p.m.

B. Pledge of Allegiance.

Everyone rose for the pledge of allegiance.

C. Roll Call.

Members Present: George Wimmer, Dan Collison, Steve Lundeen, Ross Lorinser, Paul Bergley, Jim Kennedy and Jeff Miller.

Members Absent: None

Staff Present: Community Development Director, Roxanne Achman

Others Present: Alex Conzemius, Planner with Bolton & Menk

D. Agenda Modifications.

Achman stated there were none.

Motion by Collison second by Lorinser to approve the agenda. Motion carried unanimously.

2. Approval of Minutes from February 21, 2017 Planning Commission Meeting.

Chairman Wimmer questioned if there were any comments or changes to the minutes.

Motion by Lundeen, second by Collison to approve the February 21st, 2017 Planning Commission Meeting Minutes. Motion was unanimously approved.

3. Public Hearings.

A. Request from CSDCPC ASA, LLC, on behalf of the Art and Science Academy, for Final Plat Approval of Fairway Greens Phase 10, legally described as Lots 2 & 3, Block 1, Fairway Greens Phase, Isanti County, Isanti, Minnesota.

Chairman Wimmer read the item into the minutes.

Achman presented the staff memo.

Chairman Wimmer opened the public hearing. There was no one to speak on the matter. The public hearing was closed.

Motion by Lundeen, second by Bergley to recommend approval of the request from CSDCPC ASA, LLC, on behalf of the Art and Science Academy, for Final Plat Approval of Fairway Greens Phase 10, legally described as Lots 2 & 3, Block 1, Fairway Greens Phase, Isanti County, Isanti, Minnesota with the following conditions:

1. Upon approval of the Final Plat by the City Council, the City Clerk or his/her designee shall record it with the County Recorder's Office within ninety (90) days after the date of approval; otherwise, failure of the applicant to comply and submit the necessary items and fees for the recording of the Final Plat by the City shall be cause for revoking the City's approval and the Final Plat shall be considered void, unless the developer or applicant requests an extension, in writing and receives approval from the City Council. The City Council may approve up to two (2) extensions for a term not to exceed one (1) additional year for each extension. Fees associated with the recording of the Final Plat will be charged back to the developer or subdivider.
2. The subdivider shall immediately upon approval, furnish the City Administrator or his/her designee with three (3) full size mylar transparencies of the Final Plat, two (2) for the County and one (1) for the City. Three (3) additional 11 inch by 17 inches mylar transparencies shall be given to the City Planner, the City Clerk, and Isanti County. No building permits shall be issued until these conditions have been complied with.

Motion carried unanimously.

B. Request from the City of Isanti to Rezone Lot 3, Block 1, Fairway Greens, soon to be Lot 2, Block 1, Fairway Greens Phase Ten, Isanti County, Isanti, Minnesota, from "H65" Highway 65 Corridor Overlay District to "POS" Parks and Open Space Overlay District.

Chairman Wimmer read the item into the minutes.

Achman presented the staff memo.

Chairman Wimmer opened the public hearing. There was no one to speak on the matter. The public hearing was closed.

Motion by Kennedy, second by Collison to recommend approval of the request from City of Isanti to Rezone Lot 3, Block 1, Fairway Greens, soon to be Lot 2, Block 1, Fairway Greens Phase Ten, Isanti County, Isanti, Minnesota, from "H65" Highway 65 Corridor Overlay District to "POS" Parks and Open Space Overlay District. Motion carried unanimously.

C. Request from the CSDCPC ASA, LLC, on behalf of the Art and Science Academy, for Site Plan Approval of a Park and Open Space Area on the property legally described as Lots 2 & 3, Block 1, Fairway Greens, Isanti County, Isanti, Minnesota.

Chairman Wimmer read the item into the minutes.

Achman presented the staff memo.

Chairman Wimmer opened the public hearing. There was no one to speak on the matter. The public hearing was closed.

Motion by Collison, second by Lorinser to recommend approval of the request from CSDCPC ASA, LLC, on behalf of the Art and Science Academy, for Site Plan Approval of a Park and Open Space Area on the property legally described as Lots 2 & 3, Block 1, Fairway Greens, Isanti County, Isanti, Minnesota with the following conditions:

1. Sod is to be used to establish turf within the development.
2. The development must be irrigated.
3. The Final Plat of Fairway Greens Phase 10 must be recorded.

4. The agreement to convey Lot 3, Block 1, Fairway Greens to the City of Isanti must be approved by City Council and executed by both parties.
5. The Use and Maintenance Agreement must be approved by City Council and executed by both parties.
6. This Resolution does not constitute approval of the gymnasium addition onto the existing school. A separate site plan/building appearance application and review will be required.

Motion carried unanimously.

D. Request from the City of Isanti for an Interim Use Permit to allow for a Farmer's Market on the property located at 400 West Dual Boulevard NE, legally described as Lot 5, Block 2, Dual Industrial Park, Isanti County, Isanti, Minnesota.

Chairman Wimmer read the item into the minutes.

Achman presented the staff memo.

Chairman Wimmer opened the public hearing. There was no one to speak on the matter. The public hearing was closed.

Motion by Lundeen, second by Collison to recommend approval of the request from City of Isanti for an Interim Use Permit to allow for a Farmer's Market on the property located at 400 West Dual Boulevard NE, legally described as Lot 5, Block 2, Dual Industrial Park, Isanti County, Isanti, Minnesota with the following conditions:

1. The music that is provided on-site during the event shall be amplified within reason and shall not disturb the neighboring parcels.
2. All garbage and excess produce/waste shall be removed after the event, unless an incident arises that shows just cause for earlier pick-up.
3. All tables, carts, or flat beds used as display area shall be portable and shall be removed from the site at the end of the event.
4. Such event shall take place on Friday's only beginning in May through September from 2 p.m. to 6 p.m.
5. Should issues arise and negative impacts be experienced in the surrounding neighborhood, the City Council may re-evaluate and re-examine any site constraints.
6. Once the number of vendors provided on-site exceeds 20; a restroom facility must be provided on-site.
7. Any temporary signage placed to market and coordinate traffic to the event cannot be placed within the public right-of-way and must not limit visibility of motorists at intersections.
8. The Interim Use Permit is granted until such time as the use would discontinue for a period of one year or City of Isanti was to choose to terminate the event, whichever would occur first.

Motion carried unanimously.

E. Request from the City of Isanti to Amend Ordinance No. 445 Zoning, Section 10, Article 1 "RC" Recreational Commercial District.

Chairman Wimmer read the item into the minutes.

Achman presented the staff memo.

Chairman Wimmer opened the public hearing. There was no one to speak on the matter. The public hearing was closed.

Motion by Kennedy, second by Bergley to recommend approval of the request from City of Isanti to Amend Ordinance No. 445 Zoning, Section 10, Article 1 "RC" Recreational Commercial District. Motion carried unanimously.

4. Other Business.

Chairman Wimmer introduced Alex Conzemius, a Planner with Bolton and Menk who will be assisting the City with Planning items until a new Community Development Director is hired.

5. Other Communications.

A. None.

6. Adjournment

Motion by Lundeen second by Bergley to adjourn the March 21st, 2017 meeting of the Planning Commission. Motion was unanimously approved.

The meeting adjourned at 8:25 p.m.

Dated at Isanti, Minnesota this 21st day of March 2017.

Respectfully submitted,

Roxanne Achman, AICP
Community Development Director