

**CITY OF ISANTI  
PLANNING COMMISSION  
MEETING MINUTES  
June 10, 2008**

**1. Meeting Opening**

**A. Call to Order**

Commissioner Lorinser called the meeting to order at 7:00p.m.

**B. Pledge of Allegiance**

All rose for the pledge of allegiance.

**C. Roll Call**

Members present: Dave Englund, Ralph Johnson, Jeff Kolb, Ross Lorinser and Steven Rask.

Members absent: Jeff Duncan and Sean Stevens.

Staff present: Lisa Krause, City Planner, Trudi Breuninger, Administrative Assistant and Carla Vita, Community Development Director.

**D. Agenda Modifications**

None.

**2. Approval of Minutes**

Motion by Kolb, second by Rask to approve the meeting minutes of May 13, 2008. Motion carried unanimously.

**3. Public Hearings**

**A. Request for Preliminary Plat Approval by RWL Properties, LLC for the creation of a Common Interest Community for the existing industrial building located at 101 Isanti Parkway NE.**

Krause provided background of the request and read a letter from Lon Hollister and Roland Olson, RWL Properties submitted prior to the meeting.

*“The request we are bringing before you is for recommendation of approval for a preliminary plat of the Isanti Parkway Condos project. The City of Isanti’s ordinances do not address Common Interest Communities. Minnesota statutes do not require local review to create a CIC. However, we have agreed to bring this request forward even though the ordinance don’t seemingly provide any applicable standards.*

*The city of Isanti ordinances do not allow for preliminary and final approval at the same meeting. We feel that this certainly was not intended for CICs and creates a substantial burden on this project. We, therefore, respectfully request the commission to recommend waving of the requirement to bring this forth again next month and recommend preliminary and final approval at this meeting. Thank you, in advance, for your understanding and help in this matter.”*

Krause stated that the City Attorney had been consulted on the process. Krause also advised the Commission that it was not published for a final plat approval only a preliminary plat and ordinance states that final plat needs to be approved at a separate meeting.

Lorinser opened the public hearing at 7:06 p.m.

Grant Lindberg, Lindberg & McKinnis, PA introduced himself and welcomed any questions.

There were none, Lorinser closed the public hearing at 7:07 p.m.

Johnson stated that this occurs in other communities and is done all the time.

Kolb stated that while that is true, the applicant should follow city processes.

Motion by Johnson, second by Kolb to approve the Preliminary CIC Plat for RWL Properties LLC, which would permit the subdivision and creation of a Common Interest Community for the existing industrial building located at 101 Isanti Parkway NE, with the following conditions:

1. The petitioner shall address any comments, concerns or additional requirements as provided or requested by the City Administrator or City Engineer.
2. Staff review and amend the Subdivision Ordinance accordingly, to include submittal requirements and review procedures for CIC Plats.

Motion carried unanimously.

B. Request for Site Plan Approval, Conditional Use Permit, and Variation for Don Fiedler and Companies on behalf of Isanti Custom Meats, LLC for the construction of a meat market with reduced parking for the property located at 30 West Main Street.

Krause presented the memo providing the background for the request. Krause also read a handwritten letter received prior to the meeting from Guy Johnson, 111 – 1<sup>st</sup> Ave N.

*“Parking is already a problem in town do not make it worse by allowing a new business (shop) to open unless they have parking to handle their customers.*

*I now have to rent a post office box because the postal service told me they can’t get to my mail box because of the cars parked in front of my house (Creamery Restaurant customers). I also often can’t get out of my own driveway because of restaurant customers parking in front of my driveway. Please do not make it worse.”*

Lorinser opened the public hearing at 7:14 p.m. No public comments. Lorinser closed the public hearing at 7:14 p.m.

Johnson stated he was in favor of the project but is hesitant because of the parking and he can’t see it working.

Kolb stated this is a difficult project because of the size of the lot itself. Kolb also stated that the parking is a separate issue that the city needs to address but that it shouldn't hold up a business that wants to come into the city.

Vita addressed the Commission showing a draft sketch of a parking solution that staff and the City Engineer have been working on. Vita stressed it is only concept and that the Planning Commission is the first to see it.

Vita stated that the plan showed the south end of the Community Center parking lot extending further south and the City Hall parking lot extending further east with an additional parking lot added within a vacant lot connecting all of them. Vita stated that access to the parking area could be gained through the Community Center, City Hall or alley. Vita stated that additional parking spots could be placed to the east side of the flower shop building and along the back side of 30 W Main Street and Mega Deals lot. Vita stated that the city would have to obtain an easement for parking on Mega Deals' lot.

Lorinser questioned if the city would incur any costs for parking on Isanti Custom Meats or Mega Deals property.

Vita responded that there are funds available in the TIF 5 District.

Johnson stated that the alley would also have to be improved and maybe additional parking could be provided.

Kolb suggested that angle parking be provided down the alley and perhaps on both sides, making the alley one way.

Englund stated parking stripes should be painted along the street so the parking is more controlled.

Don Fiedler addressed the Commission stating that Isanti Custom Meats has thought about and discussed parking. Fiedler stated that there is enough employee parking at the existing location on Main Street.

Lorinser questioned the handicapped access if parking is in the rear of the building and the front door is in the corner of Main and 1<sup>st</sup> Avenue met ADA requirements.

Fiedler responded showing the location of the parking and a plan for a ramp to a side door. Fiedler stated that he has discussed the access with the Building Official Sames to make sure it met the state code for handicapped accessibility.

Motion by Johnson, second by Rask to approve the conditional use permit, site plan, and variation requests with the following conditions:

1. The parking area shall be revised to meet ADA requirements, as stipulated within the e-mail provided by the Building Official dated May 23, 2008.

2. The petitioner shall address the concerns of the City Engineer as stated in the letter dated May 28, 2008.
3. A sprinkling plan shall be submitted for review and approval by City staff prior to construction.
4. The final engineering drawings/site plan/architectural drawings shall be signed by a licensed Civil Engineer, Architect, etc. prior to City Engineer/Building Official approval.
5. The petitioner shall address any concerns presented by the City Administrator.
6. All building signs shall be reviewed and approved by City staff prior to construction.

Motion carried unanimously.

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

##### **A. VFW Request – Awning for a Legal Non-Conforming Use.**

Krause provided the background of the request.

Johnson stated it would not be an improvement to the building but would protect the patio area from the elements.

Representatives from the VFW, Bill Bottema and Dave Norberg were present to answer any questions.

Lorinser questioned if it would be a smoking shelter.

Bottema stated that a smoking shelter could not be attached to the building and stated they are working on other plans for a gazebo type structure for a smoking shelter.

Nyberg stated that with today's economy they are trying creative ways to gain business and they are making it more family orientated.

Lorinser expressed his concern of it becoming a smoking shelter.

Kolb asked if no smoking signs would be posted.

Bottema agreed that it would be a good idea.

Nyberg stated he thought they would be able to smoke on a portion of the patio since it was outdoors.

Lorinser cautioned them to make sure they follow the state guidelines.

Krause stated the Commission recommended that there be no smoking within 15 feet of the door but that smoking was permitted on the patio as long as the area was signed appropriately indicating what area was for smoking and what portion was left for non-smoking.

Motion by Johnson, second by Rask to approve the VFW request based on the findings of fact and recommend it be forwarded to the City Council for review and approval. Motion carried unanimously.

B. An ordinance amending Ordinance No. 176: Zoning Ordinance, Section 4, 5 and as well as any other associated Sections, to include provisions for Detached Accessory Garages.

Krause provided the background on this tabled item from April and May to obtain comparisons from other cities on sliding scale format.

Johnson stated it should be on a sliding scale.

Lorinser said it should be kept simple so that it is easily understood by anybody and that it would still have to meet the percentage of impervious surface area. Lorinser suggested they pick a size and limit it to certain zones.

Kolb said Isanti is unique because it is still a rural community and that is why it is difficult to state a particular size when lots sizes vary. Kolb stated that it would not be fair to restrict someone with a large lot to the same size accessory building as those with smaller lots.

Johnson stated because Isanti has an ordinance stating they can't leave boats and such sitting out that a maximum square footage for each district be set.

Lorinser stated he liked Eagan's layout adding that the majority of the lots are small.

Johnson discussed East Bethel's ordinance.

Vita mentioned that some lots have unbuildable areas – wetlands, drainage easements, low areas, etc.

Englund agreed to the East Bethel ordinance stating it fits with Isanti various lot sizes.

Krause clarified that East Bethel example is for all detached accessory buildings, this did not include attached structures.

Motion by Johnson second by Kolb to follow the East Bethel example for size requirements and pass directly onto City Council for approval. Motion carried unanimously.

C. Public Hearing notice for Isanti County – Conditional User for a Billboard

Krause provided memo with the background of the project, requesting comments or concerns they would want forwarded to the Isanti County Planning Commission.

Johnson stated that it is not located in the city therefore the city doesn't have a say.

Lorinser stated that the city did have an opportunity to annex this parcel and didn't. Lorinser agreed with Johnson, but suggested passing on the city ordinance for their review.

Englund stated that he hopes they don't have any flashing lights because it is distracting for traffic on TH 65.

## **5. Discussion Items**

### **A. Business-Industrial Subcommittee Update**

Krause stated the group is looking at the parking issues within the downtown area and at the next meeting begin to discuss the downtown area overlay district. That meeting is scheduled for Tuesday, June 17<sup>th</sup>.

### **B. Housing Task Force Update**

Krause stated the group will be reviewing language changes made to the ordinance for Planned Unit Developments at their meeting scheduled for June 16<sup>th</sup>.

Johnson mentioned there are currently 120 foreclosed properties in the City of Isanti.

Lorinser questioned how many were vacant lots.

Breuninger provided an update on the number of foreclosures within the community.

## **6. Adjournment**

Motion by Johnson, second by Kolb to adjourn Planning Commission meeting at 8:06 p.m., motion carried unanimously.

Respectfully submitted,

Trudi Breuninger  
Administrative Assistant