

Meeting Minutes of the Richmond Planning Commission

Thursday, June 28, 2021

Item #1: Call to Order:

Chairman Gertken called the meeting to order at 5:00 p.m.

Commissioners Present: Ken Gertken, Chuck Merten, Chad Vogt, Jim Hemmesch and Jon Person.

Also, present were: Tesa Tomaschett, City Administrator/Clerk-Treasurer, Allen Schaefer; Jim Schleper; Doug Boser; Russ Karasch

Item #2: Approval of Agenda

Chairman Gertken asked for a motion to approve agenda.

Motion made by Hemmesch to approve agenda, seconded by Merten. Motion passed.

Item #3: Approval of Minutes of May 27, 2021

Motion made by Vogt to approve minutes of May 27, 2021 seconded by Person. Motion passed

Item #4: Public Hearing – Rezoning Request for Scott Steil 115 3rd Street SE

a) Open Public Hearing

Tomaschett informed Commission that property would be going from light industrial to B2 general business.

Chairman Gertken Opened Public Hearing at 5:01 pm

Resident Allen Schaefer used to own the property, states concern about rezoning and the possibility of building a bar. Hemmesch explains that there are several steps before the rezoning will even take place and at this time there are no plans to build a bar.

Chairman Gertken asked for any public comments:

b) Close Public Hearing at 5:10 pm

General consensus is moved on to move forward with approval

Item #5: Public Hearing – Rezoning Request for Scott Steil near 115 3rd Street SE/314 Ivy Ave

a) Open Public Hearing

Tomaschett informed Commission that property would be going from light industrial to B2 for the property to the south.

Mayor Hemmesch Opened Public Hearing at 5:11 pm

Resident Allen Schaefer comments that his property will stay as is.

Chairman Gertken asked for any public comments:

b) Close Public Hearing at 5:13 pm

Item #6 Consideration of Resolution 157-21:

A resolution amending the official zoning map providing for rezoning of certain property from L-1 Light industrial to B-2 General Business. May need to change parcel ID, will notify council.

Motion made by Hemmesch to approve consideration of Resolution 157-21, seconded by Merten. Motion passed.

Item #7: Public Hearing – Rear yard Variance Request for Scott Steil 115 3rd St. SE

a) Open Public Hearing

Mayor Hemmesch Opened Public Hearing at 5:14 pm

Tomaschett informed board that there are 3 proposed parking spots, instead of 5 or 6, which will eliminate driving on other property. Steil would like to have enough space up front instead of having to make more space at a later date.

Resident Allen Schaefer has concerns about a private alleyway which would not be open to the public. Schaefer also states that he has concerns with water collecting on his property.

Hemmesch comments that there should be access for fire department. Roads will also be properly constructed to reduce any flooding that could occur.

b) Close Public Hearing at 5:22 pm

c) **Consideration of Resolution 158-21:** Resolution Approving Variance Request for rear-yard setback at 115 3rd St. SE

Motion made by Mayor Hemmesch approve consideration of Resolution 158-21, seconded by Merten. Motion passed

Item #8: Public Hearing – Preliminary Plat for Richmond Business Park

a) Open Public Hearing at 5:23

Doug Boser and Jim Schleper updated project. Now focusing on retail corner of the business park. Have been working with Dave Blommel regarding utilities, roadway width, and possibly eliminate the east drainage pond. The pond should be dry and can be taken care of accordingly, this may include a fence surrounding the pond.

Looking at a closing date of July 15th 2021 with a start date of early September 2021.

Marketing nationally and locally is very important for advertisement and that process will start soon.

Prill Farm nearby driveway will stay in the same location in which they own.

Question if any setbacks have been set regarding area near trail.

b) Close Public Hearing at 5:46 pm

c) **Consideration of resolution 159-21:** A Resolution Conditionally Approving of the Preliminary Plat of Richmond Business Park

Motion made by Merten to approve Consideration of Resolution 159-21, seconded by Person. Motion passed

Item #9: EDU calculations

The code (SAC WAC Fees) does not meet the needs of the size of the city. Businesses should not have to come to council to help every time. Tomaschett proposes to change city code to a better fit for Stearns County area.

Hemmesch states that if this is kept simple, it would be very attractive to future business owners.

After discussion, an exception list may be needed for some businesses such as an apartment building/townhome, hotel, car wash or nursing home. An example could be if a business uses greater than 5 x a typical residential user then a calculation could be provided to determine appropriate fees.

Mayor Hemmesch would like to see an exception for hotel/motel and apartment/townhome at .50 and or a max of 20 units, if more than that would have to go to council.

Hemmesch states that they should move forward and bring to council then have a public hearing.

Item #10: Permit and Development update

Plan for more businesses. One will be childcare in the church for the school and Merry Moose addition is waiting for signature from architect. Total of 27 permits through May.

Street project is still pending, thinking late August or early September should be able to start. Trail project passed now just waiting for Gov Walz to sign documents.

Item #11: Date for next meeting: July 29, 2021

Item #12: Adjournment

Chairman Gertken asked if there were any more items to be discussed. Hearing none, Chairman Gertken declared the meeting adjourned at 6:41 p.m.

Respectfully Submitted,

Tesa Tomaschett
City Administrator/Clerk-Treasurer