

Florence Township Planning Commission

Agenda – June 13th, 2022

With Special scheduled workshop on STR ordinance: 4:00 -6:00 p.m.

Call to Order – 4:00 p.m.

Present: Ed Hruska - chair, Bill Bruce - vice chair, Kristen Eide-Tollefson – secretary, Heidi Hartzell, Ryan Langhans (for quorum), Joe Ellingson – board liaison member arrived later.

Absent: Ben Boege, Wendy Albers Scofield (excused) • Pledge of Allegiance

- Review and Approval of May Minutes
- Open comment period (no comments)

Old Business

- Continued review of the Short-Term Rental Ordinance Draft Language for consideration and discussion before voting to move it to Town Board. Bill Bruce had the text up on the screen so all could see.

The duly noticed public hearing was held in April. The public record was widely circulated, as attached:

1. Public comment recorded from hearing
2. Summary chart of written comments received (2 more have come in since)
3. Public poll – “STR Community Values Priorities”, with tally. The values on the poll came directly

from the public comment record.

Notice was posted in the newspaper for this special meeting and on the township website. Notice for this meeting was also sent by email to all parties who commented in writing or at the public hearing, with the public record attached. Many members of the public attended the meeting, including STR owners.

Attached: Proposed changes to the attorney’s draft with questions and notes, as requested by the board. The proposed changes were based upon public comments in the record. The public also participated in the discussion at the meeting, as moderated by the chair.

Changes: each change was discussed by the planning commission. Discussion notes and questions for the attorney were taken and recorded. The chair requested a final vote on the body of the changes. The changes were approved without objection.

Next steps: Board direction given at the meeting, is for the Planning Commission to its submit changes and questions in writing to the Board’s June meeting. The Board will review, add their own questions and/or changes, and send on to the attorney. It will then go back to the Planning Commission for final review and public discussion, and to the Board for final approval.

MSA Update (see June packet with application materials)

Preliminary Reviews or Inquiries / Violations/ Zoning Reviews of Permits – Bill Bruce has the application materials available on screen.

- Siewert: 29730 County 2 Blvd, Frontenac MN (new home for Caleb Siewert). Applicant is represented. Ryan moves to adopt staff report and recommendation for approval by the Town Board. Bill seconds
- Gruber: 31702 Chestnut Ct, Lake City MN application for above ground pool. See staff report. Kristen moves to adopt staff report and recommendation for approval by the Town Board. Bill seconds
- Staker: 29219 Garrard Ave, Frontenac MN for two ground mounted solar arrays in the historic district. Mr. Staker is not present. Height is 11 feet, width is not found on application. The planning commission referred to the drawing on the visual. The planning commission does not have different provisions than the county for solar. Kristen moved two conditions for approval. They were voted on to be forwarded to the Board. Bill seconded

1. That the project go to the Heritage Preservation Commission for review 2. That a screening plan be required.

- O'Sell: No address established. Parcel #320040300 – application to build a shed. See staff report and recommendations. Bill moves to adopt the staff report and recommendation for approval by the Town Board. Heidi seconds.
- Welsh/Leehan: 30100 Ludlow Ave, Frontenac MN. Application to replace and expand footprint of the existing garage. Location is next to the gas station in Frontenac Station. See staff report. Ryan moves to adopt the staff report and recommendation for approval by the Town Board. Bill seconds.
- Larson: . Parcel # 320090600, 32999 Hwy 61 Blvd. Application for a driveway to reach seasonal site for a camper. Needs apron? Check with county. Fee 75.00. Bill moves to accept the staff report and recommendation for approval by the Town Board. Ryan seconds.

Dan Staker – 29308 South Lake Avenue Way. Inquiry about procedure for rebuilding a deck. Deck will need only one additional footing. Eide-Tollefson sent the building permit application to Stakers.

Mike Fassbinder – applicant and his wife were in attendance with a complete set of plans. They live out of town and had hoped to be able to get approval at the meeting. This is a self-build. They will send their plans to MSA for review and approval in July. fassbinderconstruction@gmail 563-580-5857

Inquiry about application for a County 5 beverage business for Agricultural Tourism. Will send to MSA.

Note: Payment of fees, required for a complete application, are sent to the township post office box and picked up by the clerk for the Town Board meeting.

New Business – JULY PUBLIC HEARINGS

1. VILLA MARIA CONDITIONAL USE PERMIT PUBLIC HEARING JULY 11TH: Mr. Rupp submitted an updated application on June 3rd to the Florence Zoning email. The application has been revised to meet the additional information the Township. A public hearing for the Planning

Commission's July meeting should be published and noticed. Application is taken off the table

for hearing.

2. Almquist/Groth public hearing for change of zone will be noticed and held in July

Approval to hold public hearings was requested by chair. Bill moved, Kristen seconds.

Other Business/ Tabled items

Eide-Tollefson requests permission to ask for an additional page to be added to the website, for Permits and permitting information – to help applicants better navigate and understand the system. The additional page request was approved, without objection. Kristen will confirm to Jody, this request.

- Fleischaker PID 320040100
- Review and discussion of by-laws, proposed amendments and existing member regulations

Adjournment: 6:45 Bill moves, Ryan seconds

Next meeting: Monday, July 11th, 6:00 PM

Notes: From June town board meeting –

The board accepted our packet of draft STR changes, discussion notes and questions. Final copy to go to the attorney is attached. The item is tabled and will go to the attorney, with any additional changes or questions that the board might add.

- Supervisor McIlrath was extremely concerned that we cannot proceed without establishing the historic district boundaries, which are in flux and will not be determined for some time. It may be that the board can act to establish them for the purpose of zoning. This does not have to be the same as the national historic district boundaries, though it would be nice if it were.

All reviews were approved as recommended.

- • Staker Solar arrays -- there was some good discussion about the two 11x30 and 35 foot ground mounted solar arrays. We recommended two conditions: 1) that it go to HPC for review, and 2) that there be a screening plan. The screening condition was added.
- • HPC did approve but had comments/concerns about the importance of not visually from the historic properties or the roadways. We talked a bit further about the need to consider adding some language to the ordinance, maybe similar to the Red Wing solar provisions

Re: LeRoy Otto - change of building plans. You have all received county and township staff replies to the Buysse's letter. There were neighbors who attended the County public hearing, and opposed. To read the notes from that meeting, you can go to Goodhue County Board of Adjustments April minutes. His new plans have been submitted and will be reviewed in July.

Process challenges continue. Joe has suggested the following, which I followed for this meeting:

1. Send the board the packet, at the same time that the PC gets it (ED)
2. Send the board draft minutes before the board meeting (KET)
- 3. NOTE: The board is now holding approved/able applications that have not paid their fees as incomplete.** We do not have a good process to do the back and forth to get the check and then to get their signed copy to them. The PC needs to discuss how best to address this.