

Florence Township Planning Commission

Minutes October 10<sup>th</sup> 2022

Monthly meeting: 6:00 PM

Present:

Ed Hruska, Chair; Bill Bruce, Vice Chair; Kristen Eide-Tollefson, Secretary; Ryan Langhans; Heidi Hartzell; Wendy Albers Scofield

Absent: Joe Ellingson, board liaison

Call to Order 6pm

- Pledge of Allegiance
- Open comment period – questions
  - Q. Is the STR draft changed significantly? A. No (??)
  - Q. What if a home is not salvageable? A. (from Katy) In the historic district there are required approvals and steps. Being clear about the process is what is important. There is Federal guidance
- Review and Approval of September Minutes – Bill moves, Heidi seconds

MSA Update/ Preliminary Reviews or Inquiries / Violations/ Zoning

**Reviews of Permits** - No report to date from MSA

- **Derby Builders:** for the Dunkin residence, a new home at 35941 320th Street in Lake City (see info in packet). This came in this week. The builder provided drawings and maps. He insisted that it be processed this week. He was not able to be at the meeting. Ed provided the materials from the applicant in the packet. The planning commission reviewed.

Heidi moved, and Wendy seconded to approve contingent upon MSA review and recommendation to the board for review at the 10-17 board meeting

- **Mitch Rigelman.** The planning commission requested that MSA expedite review of the Rigelman application for a split and rezone. See packet for MSA review and recommendation to approve.

Mr. Rigelman had been sent to the county by MSA to determine what would be needed at that level and whether they would approve the split/rezone. This was a point of confusion and frustration for Mr. Rigelman and Supervisor McIlrath wanted the commission to act so that he could move ahead. Kristen spoke with Samantha at the county. Sam requested from Rigelman, that he provide a separate survey and legal description for the parcel he wished to split, so that the request was clear, and the parcel could subsequently be entered into the county records. The County planning commission requires this, and she recommended that the township do likewise, so there are no discrepancies in what is being approved. The planning commission recommended that the board hold the hearing, as follows in notice below.

## **New Business**

- **PUBLIC NOTICE:** Notice is hereby given that the Florence Township Planning Commission will be holding a public hearing on the following items on October 17th, 2022, starting at 6:00 p.m. at the Town Hall 33915 Highway 61 Blvd Frontenac, MN 55026. PUBLIC HEARING: Rezone Request– submitted by Mr. Rigelman for a rezone of a proposed 1-acre parcel from A2 to R1. Parcel 32.200.0310 XXX Territorial Road Frontenac MN. All persons wishing to be heard on the above items should attend the meeting. Written comments may be submitted to the Township no later than 7:00 p.m. on Friday, October 14th; or emailed to [florencezoning@gmail.com](mailto:florencezoning@gmail.com) .

## **Duty to Maintain Ordinance**

- HPC would like to have a JOINT meeting with PC in November, for the public hearing on the amended "Duty to Maintain" Ordinance. Need PC to approve this.

Kristen moves, Bill seconds --- To recommend a PC-HPC Joint meeting and public hearing. Jim McIlrath, Board liaison to the HPC, has been appointed by the board to work with the attorney on the ordinances.

## **Discussion regarding consultant interview:**

- PC Discussion on HomeTown Planning interview, scheduled for Oct 17<sup>th</sup>. All Planning Commissioners are requested to attend. See *ZONING ADMINISTRATION CHART OF DUTIES*.

What are we looking for in a consultant to the PC? MSA – Ben cost estimates? Send him the ordinance. Remember to review the following link: [//www.hometownplanning.com/upcoming-alexandria-township-planning-commission-agenda.html](http://www.hometownplanning.com/upcoming-alexandria-township-planning-commission-agenda.html)

## **Old Business**

- Bluff protections, please review definitions in the Goodhue County Ordinance and the exception provision in Florence Ordinance (R1 only), as provided in the October packet.
- Frontenac Station Septic – discussion. Jim McIlrath has talked with Lake City. (The manager of the facility lives in Frontenac Station). Kristen provided the MSA report with flows, as requested. No update.

## **Other Business/ Tabled items**

- Review and discussion of by-laws, proposed amendments and existing member policies
- STR Ordinance – we would like to have a public hearing on the final draft from the attorney before year end. We have only until April to adopt an ordinance.

Adjournment - Next meeting: Monday, November 14th, 6:00 PM

## **Zoning Administration Chart of duties – in Florence Township Ordinance:**