

**CITY OF SAINT PETER
OFFICIAL PROCEEDINGS – REGULAR MEETING
MINUTES OF THE PLANNING AND ZONING COMMISSION
February 3, 2022**

The February 3, 2022 meeting of the Saint Peter Planning and Zoning Commission was called to order at 5:30 pm by Community Development Director Russ Wille.

Commission members Andrew Davis, Ben Ranft, Brad DeVos, Scott Fichtner and Mark Plotz were in attendance. City staff present were Wille, City Administrator Todd Prafke, Public Works Director Pete Moulton, and Administrative Secretary Cindy Moulton. Visitors present included Bart Weelborg, applicant, and Nate Myhra, Survey Project Manager of Bolton & Menk.

Oath of Office

Wille administered the Oath of Office to new member Mark Plotz.

Approval of Agenda

A motion was made by Ranft, seconded by Davis to approve the agenda as submitted. With all members voting aye, the motion carried.

Election of Officers

A motion was made by Fichtner, seconded by Ranft to nominate Davis as Chairperson. With the lack of additional nominations, all members voting aye, the motion carried.

A motion was made by DeVos, seconded by Plotz to nominate Fichtner as Vice Chairperson. With the lack of additional nominations, all members voting aye, the motion carried.

Approval of Meeting Minutes

A motion was made by Fichtner, seconded by DeVos to approve the minutes of the December 2, 2021 meeting. All members voting aye, the minutes were approved as submitted.

Public Hearing - Hallet Pond Second Addition – Preliminary Plat

The Ruth Ann Weelborg Trust has purchased 5.42 acres from Northern Con Agg. The land is bound by Hallet's Pond by the west and St. Julien Street to the North. They are seeking to plat a second portion of the property to accommodate additional commercial development.

Wille stated that the Preliminary Plat of the second addition shows that a portion of existing Outlot B would be re-platted as a single block and parcel. The plat indicates that Lot 1, Block 1, Hallet Pond Second Addition would contain 1.94 acres of land which would meet the regulations of the code as to minimum lot width and area.

Wille indicated that the balance of the land would be platted as an Outlot and would be marketed for future commercial development. Upon the sale, any Outlot would need to be platted prior to its development.

Wille noted that in 2023, the City intends to construct a roundabout at the intersection of Old Minnesota Avenue and St. Julien Street. At that time, underground sanitary sewer and water systems serving the vicinity will be replaced. Until such time the improvements are made, the property will be serviced by a sanitary sewer holding tank. Once the project is complete, the property will be connected to the new utility infrastructure.

DeVos stated that he is in favor of the development however he asked if there were plans to install a privacy fence to screen the property from public view.

Wille stated that a fence could be included as a conditional use.

Myhra indicated there will not be any parking lot connectivity from Hy-Vee to the Weelborg property. As a development would occur to the north of the site, Weelborg can provide for parking lot connectivity.

Davis opened the public hearing at 5:46 pm.

Wille read aloud written correspondence submitted by Trudi Olmanson, 302 St. Julien, which addressed her concerns with the development. She questioned if there was going to be any kind of barrier or privacy fence and asked if there is a plan to mitigate light pollution.

Wille stated that dark sky compliant lighting is used to deter light pollution

Weelborg assured that brick will encompass the dumpster.

Plotz asked if there is going to be an extension of the sidewalk.

Wille stated that once the building is constructed, the sidewalk will extend to the north of the developed property.

Davis closed the public hearing at 5:50 pm.

Hallet Pond Second Addition – Preliminary Plat

A motion was made by DeVos, seconded by Ranft to introduce Resolution No. 2022-01 entitled, "Resolution Recommending Approval Of The Preliminary Plat Of Hallett Pond Second Addition". All members voting aye, the Resolution was passed and adopted.

Hallet Pond Second Addition – Final Plat

A motion was made by Fichtner, seconded by Ranft to introduce Resolution No. 2022-02 entitled, "Resolution Recommending Approval Of The Final Plat Of Hallett Pond Second Addition". All members voting aye, the Resolution was passed and adopted.

St. Peter Fire Station (602 Sunrise Drive) Conditional Use Permit

Wille stated that a new fire station will be constructed at the northwest corner of the intersection of Broadway Avenue and Sunrise Drive. The City is requesting the approval of a Conditional Use Permit and has submitted the appropriate application.

The property is currently zoned (C-5) Business/Professional Office. Wille stated that a fire station would be considered "Safety Services" according to the zoning ordinance. He said that Safety Services may be allowed in the C-5 zoning district as a Conditional Use.

He stated that the City Council has been working with 5 Bugles Design and Bolton and Menk in regards to the design and construction of the fire station. 5 Bugles Design and Bolton and Menk have prepared a site plan, grading plan and utility plan for review.

Wille indicated that the Zoning Ordinance provides seventeen (17) standards which must be considered for each proposed Conditional Use Permit. In reviewing those standards he indicated that he did not see any conflicts or difficulties created by the fire station construction and recommended approval.

Prafke enlightened the Commission as to the use of the fire station. He indicated that it will not include living quarters because the fire fighters are volunteers. The station will be used intermittently for fire department meetings and training, but will not be available for use by the general public.

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Davis asked if there are plans to install a roundabout at the intersection to lessen traffic.

Wille said the roundabout is slated for the summer of 2022.

Prafke added that property has been acquired for the construction of a roundabout at the intersection. Should additional property be needed for construction, the City may have to acquire additional property from the school.

It was also asked if the trail on the western side of Broadway would be affected.

If a roundabout is constructed, there may be a change in the trail.

Plotz asked if the firefighters are in favor of the roundabout.

Prafke stated that the roundabout is a safer option than stop lights as it allows for a smoother transition for trucks.

Fichtner questioned if the engineers have looked at traffic flow with ingress and egress.

Prafke said the entrances are appropriately sized for right and left hand turns.

Ranft asked if there has been any consideration placing flashing signs at the intersection when the emergency vehicles are going on a call.

DeVos asked if there would be signage on the trail for pedestrians.

Pete Moulton indicated that when the roundabout is constructed, the City Engineer will investigate and propose the appropriate safety measures. He added that the foot traffic is of the greatest concern.

Plotz asked if there is a plan for noise abatement.

Wille said that because the noise would be intermittent, he did not anticipate that it would be an issue.

A motion was made by DeVos, seconded by Ranft to introduce Resolution No. 2022-03 entitled, "Resolution Recommending The Approval Of A Conditional Use Permit Application Submitted By The City Of Saint Peter, Minnesota To Allow For The Establishment Of A Safety Services (Fire Station) Use Upon Lot 1, Block 1, Hilltop Additional (602Sunrise Drive)". All members voting aye, the Resolution was passed and adopted.

Reports

Traverse Green Apartments – Wille reported that Traverse Green Apartments started renting units in December 2021. Of the 67 units, 48 are occupied.

Planning & Zoning Vacancies - There are 2 vacancies on the Planning and Zoning Commission. Prafke stated that if anyone knows of an individual that is interested in serving on the Commission, to direct them to the City Administrators office as there is a process that needs to be followed in order to become a member.

Adjournment

With no further business, a motion was made by DeVos, seconded by Fichtner to adjourn. All members voting aye, the meeting adjourned at approximately 6:26 pm.