

PLANNING COMMISSION

REGULAR MEETING MINUTES

TUESDAY, APRIL 1, 2024 @ 6:30 PM

City Hall, 6408 Elm St., North Branch, MN 55056

Members present:

Open Chair, Gary Schaefer, Patrick Meacham, Steve Cich, Ross Otto, Nate Ehalt

Council Member Robert Canada and City Staff

Members absent:

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. OATH OF OFFICE

a. Oath of Office - Ross Otto

Sondrol administered the oath of office to Otto

4. ROLL CALL

Members present: Ehalt, Otto, Meacham, Schaefer, Cich, City Council Liaison Canada, along with City Staff and members of the public.

5. AGENDA APPROVAL

a. Member Nate Ehalt motions to approve the agenda, seconded by Member Cich.

All aye, motion approved unanimously.

Meacham noted that the public hearing items 9a, 9b and 9c had been moved to the May 6, 2025 meeting.

6. PUBLIC COMMENT

Kelly Eydgah, expressed that only a handful of residents received notification for the proposed Cedar Ridge development on the east side of Falcon Avenue and that she felt that the entire Wildridge neighborhood should be notified.

Sondrol noted that the city follows state statute for all public hearing notices and notifies all properties within 350 feet of the proposed development. He added that the legal notice is also published in the local newspaper and place on the city's website.

7. CONSENT AGENDA

none

8. PUBLIC HEARINGS

- a. Public Hearing to Consider Vacation of Drainage & Utility Easement within Sunrise Bluff 3rd Addition
 - i. Nathan Sondrol reviews the easement request for the commission and public comment and takes questions.
 1. The public hearing opens at 6:42PM. Jim Swenson asks if the city needs to put in sewer and water and is concerned about taxpayers paying for it.
 - ii. The public hearing closes at 6:43PM. Sondrol explains and takes questions and comments.
 - iii. Member Ehalt motions to approve the resolution vacating the drainage & utility easement as dedicated and described in exhibit A and attachment exhibit B, seconded by Cich. All aye, motion carried unanimously.
- b. Public Hearing to consider a conditional use permit to allow for multiple principal buildings at the wastewater treatment facility at 6793 Ash Street
 - i. Nathan Sondrol explains the conditional use permit and takes questions from the commission. Shawn Williams, from public works, answers questions.

- ii. At 6:57 the regular meeting closes and the public hearing opens. At 6:58 the public hearing closes.
- iii. The Commission asks a question to staff. Member Schaefer makes a motion to approve the resolution with conditions, seconded by Member Otto. All aye, motion passes unanimously.

9. NEXT MEETING - MAY 6, 2025 - 6:30PM

- a. Public Hearing to consider a zoning text amendment and preliminary plat for the Cedar Ridge Community
 - i. Sondrol reviews the R3 district zoning code conflict with the commission.
- b. Public Hearing to consider a preliminary plat for Westside Commons 3rd addition
 - i. Sondrol explains what needs to be addressed before the public hearing.
- c. Public Hearing to consider a Conditional Use Permit to allow for more than one principle building on the same parcel for the Main St Apartments.
- d. Other Potential Items
 - i. City Council comprehensive update with inconsistencies, design standards and new city planner.

10. ADJOURNMENT

- a. At 7:09PM Cich motions to adjourn the meeting, seconded by Otto. All aye, motion passed unanimously.

Kevin Schieber, Mayor

ATTEST:

Mathew Hill, City Administrator