



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Meeting Agenda Full Detail Planning Commission

COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744

Tuesday, April 16, 2019

4:30 PM

Council Chambers

Call To Order

Call of Roll

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Approval of Minutes

19-0215 Approve the minutes of the March 7, 2019, 4:00 pm regular meeting.

Attachments: [March 7, 2019 Meeting Minutes](#)

General Business

19-0233 Consider a recommendation to the City Council regarding the final plat of Great River Acres.

Attachments: [Great River Acres Final Plat: Staff Report](#)

[Great River Acres: Final Plat](#)

[Great River Acres: Area Map](#)

Public Input

Individuals may address the Planning Commission about any non public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.

Miscellaneous\Updates

19-0217 Planning Commission training: yearly review of Conflict of Interest, Open Meeting Law, 60-Day Rule, the Comprehensive Plan, and Findings of Fact.

Adjourn

*NEXT REGULAR PLANNING COMMISSION MEETING IS SCHEDULED FOR:
May 2, 2019*



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0215 **Version:** 1 **Name:** Approve the minutes of the March 7, 2019, 4:00 pm regular meeting.

Type: Minutes **Status:** Approval of Minutes

File created: 4/11/2019 **In control:** Planning Commission

On agenda: 4/16/2019 **Final action:**

Title: Approve the minutes of the March 7, 2019, 4:00 pm regular meeting.

Sponsors:

Indexes:

Code sections:

Attachments: [March 7, 2019 Meeting Minutes](#)

Date	Ver.	Action By	Action	Result
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Approve the minutes of the March 7, 2019, 4:00 pm regular meeting.

Background Information:

See attached draft meeting minutes.

Staff Recommendation:

Approve the minutes of the March 7, 2019, 4:00 pm regular meeting.



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final Planning Commission

*COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744*

Thursday, March 7, 2019

4:00 PM

Council Chambers

Call To Order

Call of Roll

- Present** 4 - Commissioner Mark Gothard, Commissioner Susan Lynch, Commissioner Sue Zeige, and Commissioner Molly MacGregor
- Absent** 2 - Commissioner Charles Burress, and Chairperson Lester Kachinske

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Motion by Commissioner MacGregor, second by Commissioner Zeige to approve the regular agenda as presented. The following voted in favor thereof: Zeige, Lynch, Gothard, MacGregor. Opposed: None, passed unanimously.

Approval of Minutes

Approve the minutes of the October 4, 2018, 4:00 pm regular meeting.

Motion by Commissioner MacGregor, second by Commissioner Gothard to approve the minutes of the October 4, 2018 regular meeting. The following voted in favor thereof: Gothard, MacGregor, Zeige, Lynch. Opposed: None, passed unanimously.

Public Hearings

Conduct a public hearing to consider the preliminary plat of Great River Acres.

Community Development Specialist Trast provided the background information.

A preliminary plat entitled Great River Acres was submitted by Chris Larson, PLS – SEH on behalf of the City of Grand Rapids and filed with the City on February 6, 2019. The property included within the preliminary plat is 41.51 acres in area, including proposed right-of-way, and is located in the NE quadrant adjacent to the Co. Road 76 and Co. Road 23/Golf Course Road intersection. A complete legal description of the subject property is included within the preliminary plat documents.

The staff review committee, consisting of the City Engineer, Public Works Director,

Fire Chief, Grand Rapids PUC, Parks and Recreation Director, and Community Development Department, has reviewed the preliminary plat for technical standards and found that it substantially complies with the City's subdivision requirements. All departments were involved, and provided input, throughout the development of the preliminary plat.

Additionally, the preliminary plat was circulated to the County Highway Engineer, as the plat is accessed off of County Road 76 and County Road 23/Golf Course Road (review comments attached), and to the Commissioner of the MN DNR, as required by MN Shoreland Rules.

Chair Lynch stated the public hearing scheduled for this evening was to consider the preliminary plat of Great River Acres and read the rules for a public hearing.

Motion by Commissioner MacGregor, second by Commissioner Zeige to open the public hearing. The following voted in favor thereof: Zeige, MacGregor, Lynch, Gothard. Opposed: None, motion passed unanimously.

Rich Will, Maintenance Manger at Forest History Center is concerned about the maintenance of the trail and the relocation. Mr. Will said the Forest History Center has not been contacted by anyone regarding the new trail location. In the future the Forest History Center would like to be informed with any plans that pertain to the trail. Mr. Will stated the trail is used quite often and provided trail counts for the Commissioners review.

Motion by Commissioner MacGregor, second by Commissioner Gothard to close the public hearing. The following voted in favor thereof: Zeige, Gothard, Lynch, MacGregor. Opposed: None, passed unanimously.

Commissioner Zeige abstained from any action.

The Commissioners reviewed the considerations for the record.

- 1. Has there been a change in the development policies of the community?
Yes, the City is working on updating the Comprehensive Plan.**
- 2. Was there a mistake in the original zoning ordinance?
No, there was not a mistake made in the original zoning ordinance.**
- 3. Is the Zoning Ordinance up to date?
Yes, the zoning ordinance is up to date.**
- 4. Is the proposed subdivision compatible with adjacent land uses?
Yes, it is.**
- 5. Will the proposed subdivision cause undue traffic congestion?
No, the County Engineer has reviewed the proposed subdivision and doesn't feel it will cause undue traffic congestion.**
- 6. Will the proposed subdivision affect public utilities?
Yes, it will extend them to the new development.**
- 7. Will the proposed subdivision be detrimental to public health, morals, or general welfare?
No, it will not.**

8. Will the proposed subdivision impede orderly development of other property in the area?

No, it will enhance development in the area.

9. Will the proposed subdivision cause a decrease in value of adjacent property?

No, with the development it should increase the value of adjacent property.

10. Will the proposed subdivision increase tax revenues?

Yes, it with the proposed single family development it will increase tax revenues.

11. Will the proposed subdivision impose an excessive burden on parks and other public facilities?

No, the trail is being relocated however the Forest History Center would like to be advised of the changes.

12. Is the proposed subdivision consistent with the Comprehensive Plan?

Yes, it is consistent with the Comprehensive Plan.

Motion by Commissioner Gothard, second by Commissioner MacGregor that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the preliminary plat of Great River Acres;

- **With the condition the Forest History Center is advised of the changes being made to the trail.**

The following voted in favor thereof: Gothard, Lynch, MacGregor. Opposed: None, Zeige abstained, motion carried.

Conduct a Public Hearing to consider a variance petition submitted by Independent School District No. 318.

Community Development Specialist Trast provided the staff report.

Independent School District No. 318 (ISD #318) has applied for two variances, which if granted, would allow for the front and street side yard encroachment of the school bus turn-around on the site of the proposed "East Elementary School" generally located between 11th Avenue NE and the City's Sports Complex.

ISD #318 has requested the Planning Commission's consideration of two variances from Section 30-512 Table 2-C of the Municipal Code, which lists District Development Regulations for Surface Parking (minimum yard setbacks). The requested variances, if approved, would allow for the proposed "turn-around" portion school bus lot (only) to encroach 10 ft. and 7 ft. into the required 10 ft. front yard and street side yard setback for surface parking.

Chair Lynch stated the public hearing scheduled this evening is to consider a variance request submitted by Independent School District 318.

Motion by Commissioner MacGregor, second by Commissioner Gothard to open the public hearing. The following voted in favor thereof: Gothard, Lynch, Zeige, MacGregor. Opposed: None, passed unanimously.

Kent Koerbitz, 2032 Knollwood Drive, Grand Rapids a representative for School District 318 stated the reason for the variance request is for safety.

Motion by Commissioner MacGregor, second by Commissioner Gothard to close the public hearing. The following voted in favor thereof: MacGregor, Gothard, Zeige, Lynch. Opposed: None, passed unanimously.

Commissioner Zeige abstained from any action.

The Commissioners reviewed the following considerations for the record:

1. Is this an "Area" variance rather than a "Use" variance?
This is an area variance.
2. Does the proposal put property to use in a reasonable manner?
Yes, it will put the property to use in a much safer manner.
3. Is the owner's plight due to circumstances which are unique to the property and which are not self-created by the owner?
It is unique to the property and it is not self created by the owner.
4. Is the variance in harmony with the purposes and intent of the ordinance?
Yes, it is in harmony with the ordinance.
5. Will the variance, if granted, alter the essential character of the locality?
No, it will not alter the essential character of the locality.
6. Is the variance consistent with the comprehensive plan?
Yes, it provides public safety and puts the property to its best use.

Motion by Commissioner Gothard, second by Commissioner MacGregor that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby grant the following variances to Independent School District No. 318 for the property legally described as: S 330 FT OF W 264 FT OF NW SW, Section 15, Range 25W, Township 55N, Itasca County, Minnesota;

- to allow a one-time waiver of the requirements of Section 30-512 Table 2-C of the Municipal Code for the encroachment of the school bus "turn-around" portion (only) a proposed parking lot, which would encroach 10 ft. into the required 10 ft. front yard setback, and 7 ft. into the required 10 ft. setback for surface parking, as depicted in the variance application submitted by Independent School District #318.

The following voted in favor thereof: Gothard, MacGregor, Lynch. Opposed: None, Zeige abstained, motion carried.

Public Input

Miscellaneous\Updates

Adjourn

Motion by Commissioner MacGregor, second by Commissioner Gothard to adjourn the meeting at 4:56 p.m. The following voted in favor thereof: Lynch, MacGregor, Zeige, Gothard. Opposed: None, passed unanimously.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	19-0233	Version:	1	Name:	Consider a recommendation to the City Council regarding the final plat of Great River Acres.
Type:	Agenda Item	Status:			General Business
File created:	4/12/2019	In control:			Planning Commission
On agenda:	4/16/2019	Final action:			
Title:	Consider a recommendation to the City Council regarding the final plat of Great River Acres.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Great River Acres Final Plat: Staff Report Great River Acres: Final Plat Great River Acres: Area Map				

Date	Ver.	Action By	Action	Result
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Consider a recommendation to the City Council regarding the final plat of Great River Acres.

Background Information:

See attached Staff Report and Background Information.

Staff Recommendation:

Consider a recommendation to the City Council regarding the final plat of Great River Acres.



Planning Commission Staff Report

Agenda Item #2	Community Development Department	Date: 4/16/2019
Statement of Issue:	Consider a recommendation to the City Council regarding the final plat of Great River Acres.	
Background:	<p>A preliminary plat entitled Great River Acres was submitted by Chris Larson, PLS – SEH on behalf of the City of Grand Rapids and filed with the City on February 6, 2019. The property included within the preliminary plat is 41.51 acres in area, including proposed right-of-way, and is located in the NE quadrant adjacent to the Co. Road 76 and Co. Road 23/Golf Course Road intersection.</p> <p>At the regular meeting, on March 7, 2019, the Planning Commission took up consideration of the preliminary plat of Great River Acres, conducted a public hearing, and made a recommendation to the City Council for its approval, contingent upon one request received during the public hearing made by the Forest History Center:</p> <ul style="list-style-type: none"> • The City keeping the Forest History Center up to date/involved with the trail relocation portion of City Project 2019-1. <p>The City Council, at their regular meeting on March 25, 2019, accepted the recommendation of the Planning Commission, and approved the preliminary plat as recommended, with one additional requirement:</p> <ul style="list-style-type: none"> • A utility easement along the south edge of Lot 8, Block 2 be added. (<i>this was identified by the City Engineer and Surveyor after the Planning Commission had reviewed the preliminary plat.</i>) <p>The final plat documentation, in complete form, was recently filed with the City, with the required recommendation of the Planning Commission and City Council having been acknowledged and addressed. The City of Grand Rapids is requesting approval of the final plat of Great River Acres.</p>	
Considerations:	The final plat documents are in order and appear to be consistent with the preliminary plat previously approved by the Planning Commission and the City Council.	
Recommendation:	That the Planning Commission reviews the final plat of Great River Acres, and forward a favorable recommendation to the City Council.	
Required Action:	<p>Pass a motion forwarding a recommendation to the City Council for approval of the final plat.</p> <p><u>Example Motion:</u> Motion by _____, second by _____ that the Planning Commission does hereby forward to the City Council a recommendation to approve the final</p>	

	plat of Great River Acres, contingent upon: <ul style="list-style-type: none">• _____
Attachments:	<ul style="list-style-type: none">• Final Plat

GREAT RIVER ACRES

Part of the Southwest Quarter of the Southeast Quarter of Section 19, AND
 Part of the Northwest Quarter of the Northeast Quarter of Section 30, AND
 Part of the Northeast Quarter of the Northwest Quarter of Section 30,
 all in Township 55 North, Range 25 West, Fourth Principal Meridian,
 Itasca County, Minnesota

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Grand Rapids, a municipal corporation, being the owner of the following described property located in the City of Grand Rapids, County of Itasca, State of Minnesota, to wit:

The Northwest Quarter of the Northeast Quarter, in Section 30, Township 55 North, Range 25 West of the Fourth Principal Meridian, Itasca County, Minnesota, LESS the County Road right-of-way, and LESS the North 210 feet of the West 470 feet of the Northwest Quarter of the Northeast Quarter and LESS the South 305 feet of the East 175 feet of the Northwest Quarter of the Northeast Quarter;

AND

The Southwest Quarter of the Southeast Quarter, Section 19, Township 55 North, Range 25 West, Itasca County, Minnesota, LESS the South 210 feet of the West 470 feet and LESS the North 900 feet of the Southwest Quarter of the Southeast Quarter;

AND

That part of the Northeast Quarter of the Northwest Quarter (NE 1/4 of NW 1/4), Section 30, Township 55 North, Range 25 West, Itasca County, Minnesota, lying northeasterly of County Road 76 and southerly of the following described line:

Commencing at the North Quarter Corner of said Section 30; thence South 0 degrees 46 minutes 50 seconds West along the east line of said NE 1/4 of NW 1/4 a distance of 209.89 feet to the POINT OF BEGINNING; thence South 88 degrees 42 minutes 28 seconds West a distance of 32.59 feet; thence South 58 degrees 29 minutes 28 seconds West a distance of 109.62 feet to the northeasterly line of said County Road 76; thence South 51 degrees 15 minutes 01 second West a distance of 50.00 feet to the centerline of said County Road 76 and there terminating.

Has caused the same to be surveyed and platted as GREAT RIVER ACRES and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as created by this plat.

In witness whereof said City of Grand Rapids, a Minnesota municipal corporation, has caused these presents to be signed by its proper officers on this _____ day of _____, 20____.

Signed: City of Grand Rapids as owner

Dale Adams, Mayor

Kimberly Gibeau, City Clerk

I, Chris A. Larsen, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota, that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.021, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Chris A. Larsen, Professional Land Surveyor
Minnesota License No. 45848

STATE OF MINNESOTA
 COUNTY OF SAINT LOUIS

This Instrument was acknowledged before me on this _____ day of _____, 20____, A.D. by Chris A. Larsen, Minnesota License Number 45848.

Michele Hayes, Notary Public
St. Louis County, Minnesota
My Commission Expires 01-31-2020

CITY OF GRAND RAPIDS PLANNING COMMISSION

We do hereby certify that on this _____ day of _____, 20____ the Planning Commission of the City of Grand Rapids approved this plat.

Signed: City of Grand Rapids Planning Commission

Susan Lynch, Chair

Secretary

CITY OF GRAND RAPIDS

We do hereby certify that on this _____ day of _____, 20____ the City of Grand Rapids approved this plat.

Signed: City of Grand Rapids

Dale Adams, Mayor

Kimberly Gibeau, City Clerk

ITASCA COUNTY AUDITOR

I do hereby certify that there are no delinquent taxes on the above described property as of this _____ day of _____, 20____.

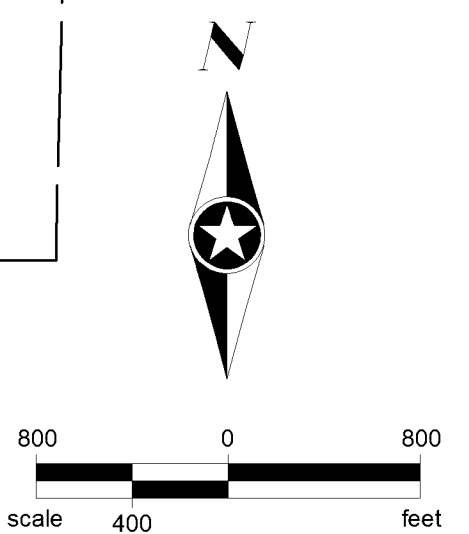
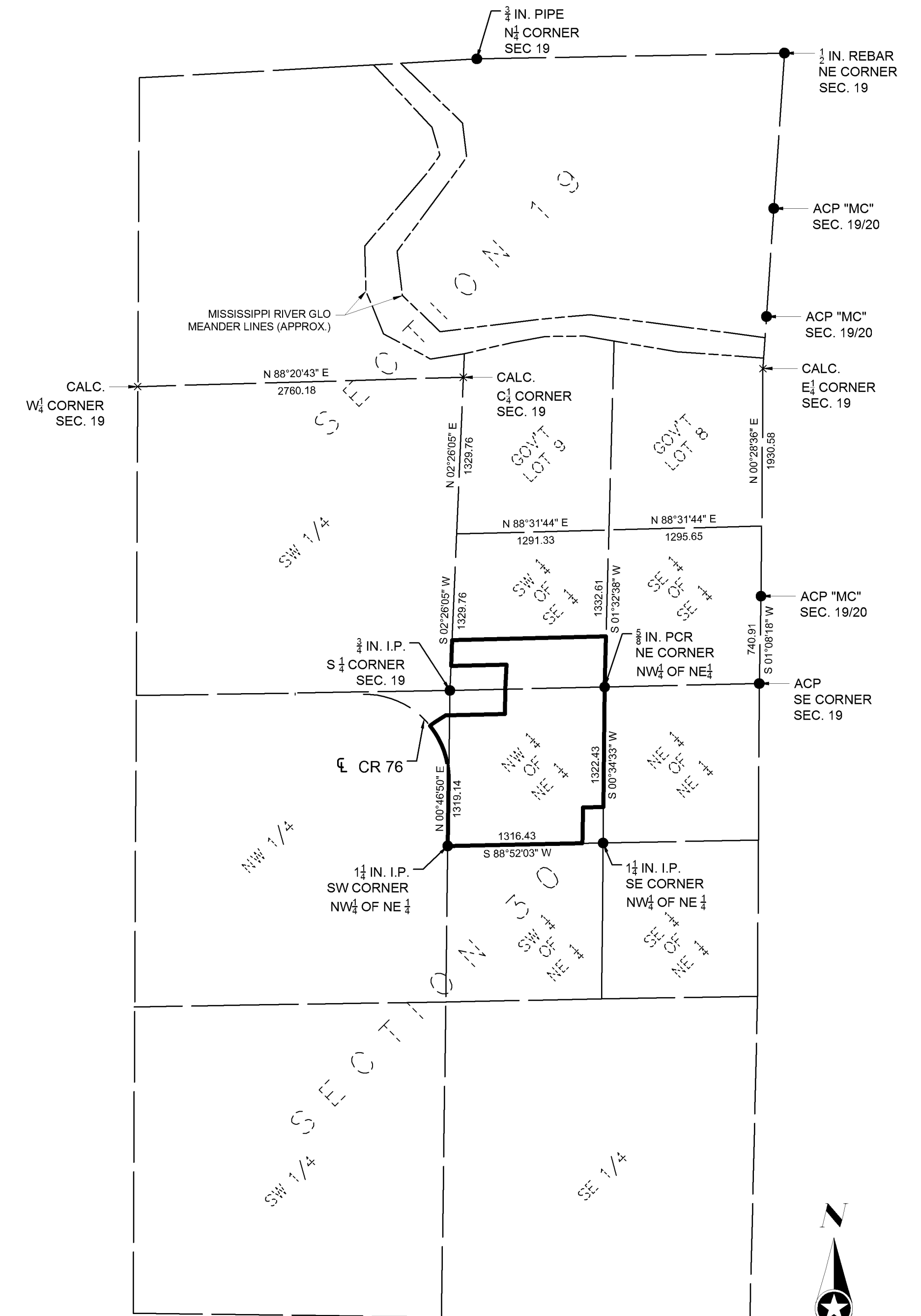
Jeffrey T. Walker
Auditor / Treasurer
Itasca County, Minnesota

ITASCA COUNTY RECORDER

I do hereby certify that the within instrument was filed in this office for record this _____ day of _____, 20____, at _____ o'clock _____ M as Document Number _____.

Nicolle Zuehlke
Recorder / Registrar
Itasca County, Minnesota

VICINITY MAP
 SECTIONS 19 AND 30 T55N R25W

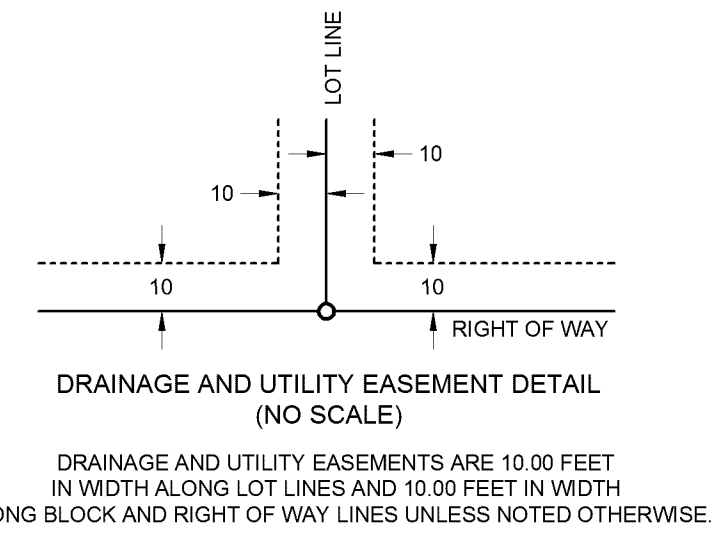
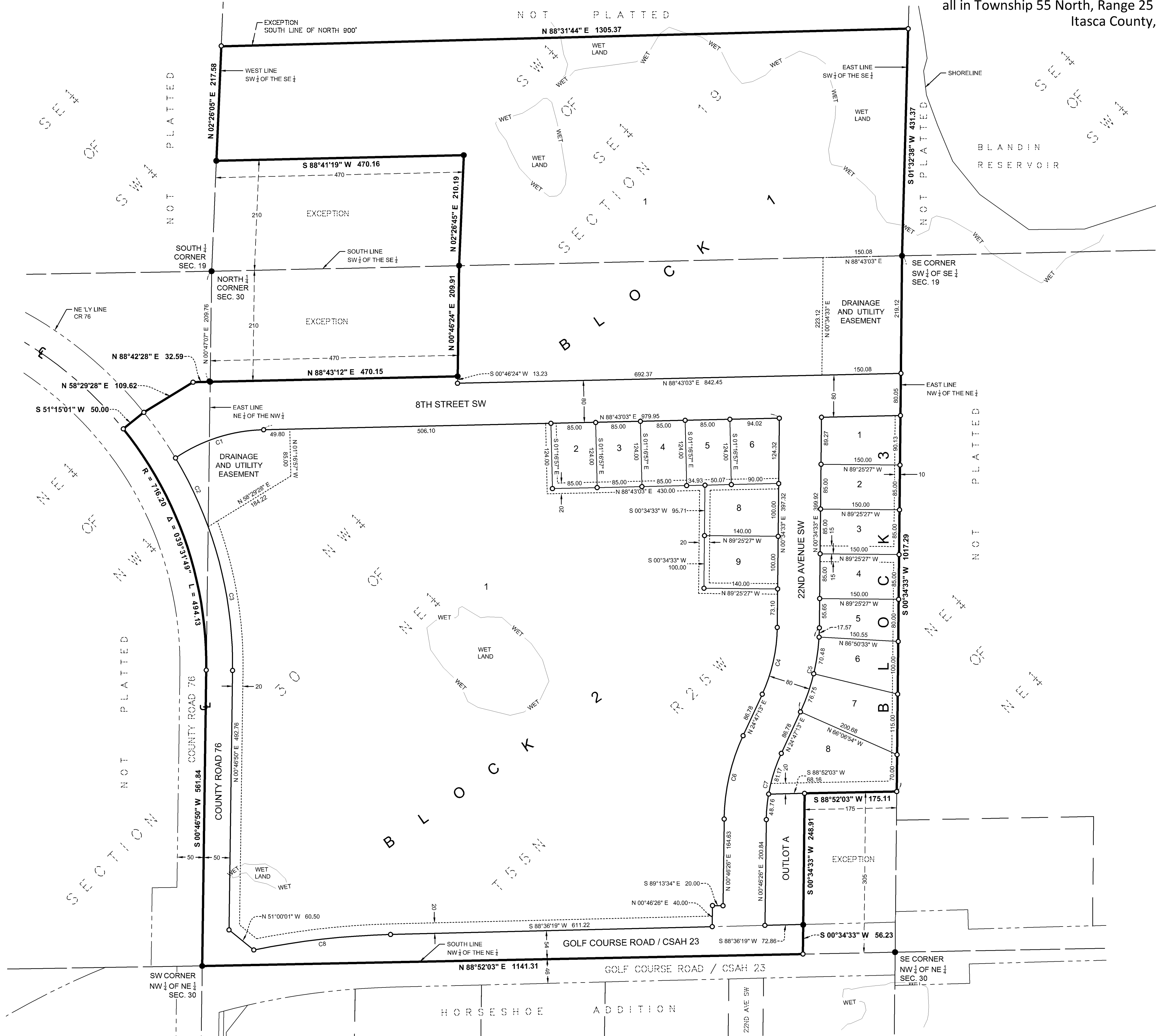


ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE ITASCA COUNTY SOUTH COORDINATE SYSTEM, NAD83

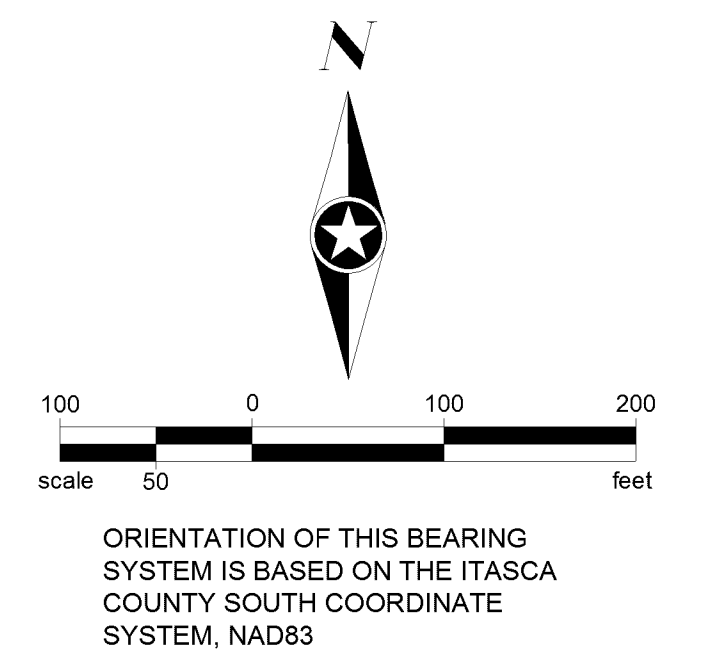
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GREAT RIVER ACRES

Part of the Southwest Quarter of the Southeast Quarter of Section 19, AND
Part of the Northwest Quarter of the Northeast Quarter of Section 30, AND
Part of the Northeast Quarter of the Northwest Quarter of Section 30,
all in Township 55 North, Range 25 West, Fourth Principal Meridian,
Itasca County, Minnesota



Curve Table			
Curve	Length	Radius	Delta
C1	178.15	313.84	032°31'29"
C2	144.79	766.20	010°49'38"
C3	278.33	766.20	020°48'48"
C4	130.99	310.00	024°12'40"
C5	164.80	390.00	024°00'47"
C6	163.45	390.00	024°00'47"
C7	129.92	310.00	024°00'47"
C8	261.78	1482.40	010°07'04"



LEGEND

- RIGHT OF WAY ————
- DRAINAGE AND UTILITY EASEMENT - - - - -
- LOT LINE ————
- BLOCK LINE ————
- PLAT BOUNDARY ————
- BENCHMARK
- FOUND MONUMENT
- SET MONUMENT
- WETLAND — WET ————
- SECTION ————

SEH
 PHONE: 218.322.4500
 21 NE 5TH ST STE 200
 GRAND RAPIDS, MN 55744
 www.sehinc.com

Save: 4/12/2019 1:51 PM aofleskie Plot: 4/12/2019 2:01 PM S:\FUG\GRANR\488619-survey92-CAD\15-dwg\Final Plat DRAFT_recover.dwg

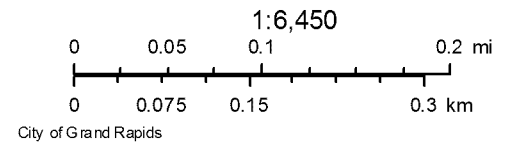
Great River Acres (preliminary plat)



February 27, 2019

Tax Parcels (1) - Grand Rapids Tax Parcels

Streets





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0217 **Version:** 1 **Name:** Planning Commission Training
Type: Reports **Status:** Miscellaneous
File created: 4/11/2019 **In control:** Planning Commission
On agenda: 4/16/2019 **Final action:**
Title: Planning Commission training: yearly review of Conflict of Interest, Open Meeting Law, 60-Day Rule, the Comprehensive Plan, and Findings of Fact.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Planning Commission training: yearly review of Conflict of Interest, Open Meeting Law, 60-Day Rule, the Comprehensive Plan, and Findings of Fact.

Background Information:

PowerPoint Presentation by Staff.

Staff Recommendation:

Planning Commission training: yearly review of Conflict of Interest, Open Meeting Law, 60-Day Rule, the Comprehensive Plan, and Findings of Fact.