



PLANNING COMMISSION MEETING MINUTES Richfield, Minnesota

Regular Planning Commission Meeting

February 27, 2023

CALL TO ORDER

The meeting was called to order by Chair Rudolph at 7:00 p.m. in the Council Chambers.

Planning Commission Members Present: James Rudolph, Chair; Brendan Kennealy; Benjamin Surma, Eddie Holmvig-Johnson, Brett Stursa, and Cole Hooey

Planning Commissioners Absent: Matt Taraldsen

Staff Present: Nellie Jerome, Planner I; LaTonia DuBois, Administrative Assistant

Others Present:

APPROVAL OF MINUTES

M/Stursa, S/Hooey to approve the minutes of the Regular Planning Commission Meeting of January 23, 2023

Motion carried: 6-0

OPEN FORUM

Chair Rudolph reviewed the options to participate in the open forum.

Dave Huss 7028 Oak Grove Blvd inquired about the change in verbiage for tonight's public hearing.

Chair Rudolph explained there would be an open forum for this item.

There were no callers.

ITEM #1	APPROVAL OF THE AGENDA
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M/Kennealy, S/Surma to approve the agenda.

Motion carried: 6-0

ITEM #2	ELECTION OF PLANNING COMMISSION CHAIRPERSON, VICE-CHAIRPERSON AND SECRETARY. (STAFF REPORT NO. 2)
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Planner I Jerome presented Staff Report No. 1.

M/Kennealy, S/Stursa to elect Commissioner Holmwig-Johnson as Chairperson

Motion carried 6-0

M/Hooey, S/Stursa to elect Commissioner Kennealy as Vice-Chairperson

Motion carried 6-0

M/Holmwig-Johnson, S/Surma to elect Commissioner Stursa as Secretary

Motion carried 6-0

ITEM #3	APPOINTMENT OF LIASONS TO THE CITY COUNCIL, COMMUNITY SERVICES ADVISORY COMMISSION, HOUSING AND REDEVELOPMENT AUTHORITY, SCHOOL BOARD, TRANSPORTATION COMMISSION, CHAMBER OF COMMERCE, AND SUSTAINABILITY COMMISSION. (STAFF REPORT NO. 3)
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Planner I Jerome presented Staff Report No. 3

M/Stursa, S/Hooey to appoint the following liaisons:

- City Council: Commissioner Kennealy
- Community Services Advisory Commission: Commissioner Rudolph
- Housing and Redevelopment Authority (HRA): Commissioner Stursa
- Richfield School Board: Commissioner Holmwig-Johnson
- Transportation Commission: Commissioner Surma
- Chamber of Commerce: Commissioner Hooey
- Sustainability Commission: vacant

Planning Commissioners discussed leaving the Sustainability Commission liaison position vacant until the March meeting to give the new Planning Commissioner Taraldsen an opportunity to sign up for that liaison position.

Motion carried 6-0

ITEM #4	REVIEW OF PLANNING COMMISSION BYLAWS. (STAFF REPORT NO. 4)
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Planner I Jerome presented Staff Report No. 4

No changes were suggested.

No action necessary.

ITEM #5	CONSIDERATION OF AN ORDINANCE AMENDMENT TO ELIMINATE THE MINIMUM LOT SIZE REQUIREMENT FOR A PLANNED UNIT DEVELOPMENT. (STAFF REPORT NO. 5)
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Planner I Jerome presented Staff Report No. 5

Commissioner Hooey inquired about what a micro-Planned Unit Development (PUD) may look like.

Planner I Jerome explained different types of PUD's.

Commissioner Hooey inquired about the process to develop a fourplex.

Planner I Jerome explained the steps required.

Commissioner Stursa inquired if this amendment was being proposed now due to any possible upcoming items.

Planner I Jerome explained nothing is currently in the horizon and this is not being brought forward due to any specific applications or requests.

Commissioner Holmvg-Johnson asked for clarification about the PUD process.

Planner I Jerome explained the PUD process.

Chair Rudolph opened the public hearing.

Dave Huss, 7028 Oak Grove Blvd expressed concern about zoning changes to his area and a previous residence in Richfield, inquiring about the process that would be required if a neighbor wanted to sell to their property to a developer that wanted to take a single family home and create multi-family rental property.

Commissioner Holmvg-Johnson explained the process for PUD approval would not change with this amendment.

M/Hooey, S/Holmvg-Johnson to close the public hearing.

Commissioners discussed the process for PUD's.

Commissioner Stursa asked if this would apply differently to different zoning districts in the city.

Planner I Jerome explained this would only apply to current PUD zoning districts and reviewed which districts that would allow a PUD and shared how residents are notified when zoning changes or amended PUDs occur.

M/Stursa, S/Holmvg-Johnson to recommend approval of an ordinance amendment to eliminate the minimum lot size requirement for a Planned Unit Development.

Motion carried 5-1.

ITEM #5	LIAISON REPORTS
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- Community Services Commission: No report.
- City Council: Commissioner Kennealy reported on a recent work session regarding the Hwy 62 & 494 easy pass, and shared that the City Council declared February Black History Month.
- Housing and Redevelopment Authority (HRA): Commissioner Stursa reported on the recent HRA meeting.
- Richfield School Board: No report
- Transportation Commission: No report
- Chamber of Commerce:
- Sustainability Commission:

ITEM #6	CITY PLANNER’S REPORT
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None.

ITEM #7	NEXT MEETING TIME AND LOCATION
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The next regular meeting is scheduled for Monday, March 27, 2023, at 7:00 p.m. in the Council Chambers at the Richfield Municipal Center.

ITEM #6	ADJOURNMENT
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M/Kennealy, S/Surma to adjourn the meeting.

Chair Rudolph thanked the commission for the previous year of being Chair

Motion carried: 6-0 and the meeting was adjourned at 7:42p.m.

Submitted by:

Latonia Dubois

 LaTonia DuBois
 Administrative Assistant

Brett Stursa

 Brett Stursa
 Planning Commission Secretary

Signature: Brett Stursa
Brett Stursa (May 11, 2023 14:15 CDT)
 Email: bstursa@hotmail.com

Signature: 
 Email: LDubois@richfieldmn.gov










022723 PC Minutes

Final Audit Report

2023-05-11

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