



PLANNING COMMISSION MEETING MINUTES
Richfield, Minnesota

Regular Planning Commission Meeting

August 28, 2023

CALL TO ORDER

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

Planning Commissioners Present: Brendan Kennealy, Cole Hooey, Eddie Holmvgig-Johnson, Benjamin Surma, and James Rudolph

Commissioners Excused: Matt Taraldsen, and Brett Stursa

Staff Present: Sam Crosby, Planner II; Ruby Villa, Assistant Planner; Kumud Verma, Finance Director; and Katie Rodriguez, City Manager.

Others Present:

APPROVAL OF MINUTES

M/Kennealy, S/Hooey, to approve the minutes of the Regular Planning Commission meeting of July 25, 2023.

Motion carried: 5-0.

OPEN FORUM

Chair Holmvgig-Johnson reviewed the options to participate in the open forum. There were no callers or speakers.

ITEM #1

APPROVAL OF THE AGENDA

M/Kennealy, S/Surma, to approve the agenda.

Motion carried: 5-0.

ITEM #2

CONSIDERATION OF THE 2025-2028 CAPITAL IMPROVEMENT PROGRAM AND A FINDING OF CONSISTENCY WITH THE COMPREHENSIVE PLAN OF THE CAPITAL IMPROVEMENT PROGRAM AND THE 2024 CAPITAL IMPROVEMENT BUDGET. (STAFF REPORT NO. 12)

Finance Director Verma gave a brief presentation and overview of the 2024 Capital Improvement Budget and the 20225-2028 Capital Improvement Plan.

City Manager Rodriguez addressed multiple questions from the commission regarding funding of infrastructure improvements.

M/Kennealy, S/Surma, to (1) recommend approval of the 2025-2028 Capital Improvement Program; and (2) adopt a resolution finding that the 2024 Capital Improvement Budget and 2025-2028 Capital Improvement Program are consistent with the Comprehensive Plan.

Motion carried: 5-0.

ITEM #3	CONSIDERATION OF A RESOLUTION FINDING THAT THE DISPOSITION OF 6600 NEWTON AVENUE SOUTH AND 6326 14TH AVENUE SOUTH BY THE HOUSING AND REDEVELOPMENT AUTHORITY IS CONSISTENT WITH THE COMPREHENSIVE PLAN. (STAFF REPORT NO. 13)
----------------	--

Planner Crosby presented Staff Report No.13.

Commissioner Surma inquired about the history of the properties. Chair Holmwig-Johnson inquired about a resolution for a standing approval finding that any time the Housing and Redevelopment Authority purchases a single-family property for reuse as a two-family dwelling it is consistent with the Comprehensive Plan. Planner Crosby reported that it had been discussed and is currently being researched.

M/Kennealy, S/Hooey, to adopt the resolution as recommended by staff.

Motion carried: 5-0.

ITEM #4	LIAISON REPORTS
----------------	------------------------

- Community Services Commission: Commissioner Rudolph had no report.
- City Council: Commissioner Kennealy reported that the Council held a work session on July 25th in which they discussed upcoming road construction projects on Nicollet Avenue for inclusion in the 2024 bonding bill and possible regulations regarding the use of cannabis in public places, with a consensus to regulate it like tobacco. During the regular meeting on July 25th the Council voted to repeal the moratorium on retail sales of cannabis edibles in the City and then passed a moratorium disallowing cannabis businesses in Richfield until 2025, unless the state board grants licenses before then. During the same meeting, the Council voted to cap tobacco licenses and eliminate flavored tobacco sales in Richfield. There was also discussion to approve state legislation for a local sales tax option. On August 2nd, the Council held a work session to preview the 2024 Capital Improvement Budget and provide a long-term financial planning update. Finally, on August 8th the Council held another work session to discuss the Velodrome project proposal near 77th and I-494.
- Housing and Redevelopment Authority (HRA): Commissioner Stursa was absent.
- Richfield School Board: Holmwig-Johnson reported that on August 7th, in addition to routine business, the Board went into closed session to conduct labor negotiations for bargaining units. On August 21st the Board held a regular meeting to discuss the general

election for the open director seats on the board. During this meeting the Board also voted to increase the operating levy, and to increase the Capital Improvement levy.

- Transportation Commission: Surma had no report.
- Chamber of Commerce: Commissioner Hooley stated that the Chamber discussed the success of the Toast to Richfield fundraising event that was held earlier this year.
- Sustainability Commission: Commissioner Taraldsen was absent.

ITEM #5	CITY PLANNER'S REPORT
----------------	------------------------------

At their August 8th meeting, the City Council approved the Tierra Encantada Conditional Use Permit Amendment to increase the capacity of a daycare at Hope Church on Portland Avenue. During the same meeting, the Council also approved a moratorium on the operation of cannabis businesses within the city to allow staff time to study the issue of regulation. The regulation of cannabis businesses may need to be addressed through the zoning ordinance, which would require a text amendment. Staff awaits the availability of a state model ordinance to move forward.

ITEM #6	NEXT MEETING TIME AND LOCATION
----------------	---------------------------------------

The next regular meeting is on Monday, September 25, 2023, at 7:00 pm in the Council Chambers.

ITEM #7	ADJOURNMENT
----------------	--------------------

M/Hooley, S/Kennealy to adjourn the meeting.

Motion carried: 5-0 and the meeting was adjourned at 7:26 p.m.

Submitted by:



Ruby Villa
Assistant Planner



Brett Stursa
Planning Commission Secretary

