



# Planning Commission Minutes

October 25, 2021

MEMBERS PRESENT: Chair Kathryn Quam, Commissioners Brendan Kennealy, Susan Rosenberg, James Rudolph, Bryan Pynn, and Brett Stursa

MEMBERS ABSENT: none

STAFF PRESENT: Melissa Poehlman, Assistant Community Development Director; Ryan Krzos, City Planner; Nellie Jerome, Assistant Planner

OTHERS PRESENT: Ben Krsnak at Hempel Companies, and Erik Forsberg, of Erik the Red restaurant, for Public Hearing Item #2.

Chairperson Quam called the meeting to order at 7:00 p.m.

## APPROVAL OF MINUTES

M/Rudolph, S/Kennealy to approve the minutes of the September 27, 2021, Planning Commission and City Council Work Session meeting.

*Motion carried: 6-0*

M/Pynn, S/Quam to approve the minutes of the September 27, 2021, regular Planning Commission meeting.

*Motion carried: 6-0*

## OPEN FORUM

No members of the public spoke, no comments received.

## APPROVAL OF AGENDA

M/Pynn, S/Rosenberg to approve the agenda.

*Motion carried: 6-0*

## OTHER BUSINESS

**ITEM #1 Consider a motion to reschedule the December Planning Commission meeting to December 13, 2021.** Assistant Director Melissa Poehlman presented the staff report. The regularly scheduled December Planning Commission meeting falls on Monday, December 20, 2021. The Planning Commission has typically rescheduled this meeting to avoid the holiday and winter break time period. Commissioner Rudolph inquired as to the number of December meetings that are cancelled, and Assistant Director Poehlman said about that half were cancelled but that it was good to keep it scheduled so potential applicants wouldn't have to wait until January if they were ready to apply by the December meeting deadline.

M/Pynn, S/Rudolph to reschedule the December Planning Commission meeting to December 13, 2021.

*Motion carried: 6-0*

## PUBLIC HEARINGS

**ITEM #1 - Public hearing to consider a proposed ordinance amendment to modify rules related to bicycle parking.** Assistant Planner Nellie Jerome presented the staff report. Commissioner Stursa noted that the requirements for bike parking at restaurants seemed a bit low, and Assistant Planner Jerome clarified that the minimum was in line with other cities' requirements.

M/Quam, S/Pynn to close the Public Hearing.

*Motion carried: 6-0*

Commissioner Rudolph asked about existing properties and the requirements to bring them into compliance with these rules. Assistant Planner Jerome clarified that only redevelopments or other land use approval processes would require that a property be brought into compliance with bike parking and other zoning requirements. Assistant Planner Jerome also noted that the city's bike rack cost sharing program is still active, and is a good resource for small businesses who would like help paying for new bike racks. Commissioner Stursa thanked staff for this forward-thinking initiative.

M/Stursa, S/ Pynn to recommend approval of an ordinance amendment to modify rules related to bicycle parking

*Motion carried: 6-0*

## **LIAISON REPORTS**

Community Services Advisory Commission: No report

City Council: No report

Housing and Redevelopment Authority (HRA): The HRA approved a second agreement with the Woodland Terrace Cooperative to make improvements, and heard an overview of Tax Increment Financing (TIF) districts in the city.

Richfield School Board: (vacant)

Transportation Commission: No report

Chamber of Commerce: (vacant)

Sustainability Commission: City-wide trash hauling is ongoing

## **CITY PLANNER'S REPORT**

There is a work session on Missing Middle Housing tomorrow night, 10/26. Please send any comments by email. MnDOT requests municipal consent for the 494 project, so the official review process had begun. There was an open house last week, and designs are posted online. Commissioner Kennealy has agreed to sit on the committee to help design and develop aesthetics, to make sure that the projects will serve not only vehicles but also pedestrians and bicyclists in our community.

## **ADJOURNMENT**

The next regular meeting is scheduled for Monday, November 22, 2021, at 7pm, in the Council Chambers.

M/Stursa, S/Rudolph to adjourn the meeting.

*Motion carried: 6-0*

The meeting was adjourned by unanimous consent at **7:28 p.m.**

  
[James rudolph \(Dec 16, 2021 09:36 CST\)](#)

Planning Commission Secretary


# 10252021 PC Minutes

Final Audit Report

2021-12-16

Created:	2021-12-16
By:	Nellie Jerome (njerome@richfieldmn.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9t-11b_-iml2w8lsQ3RKfBldKZ9yfCbX

## "10252021 PC Minutes" History

-  Document created by Nellie Jerome (njerome@richfieldmn.gov)  
2021-12-16 - 1:43:11 PM GMT- IP address: 156.142.4.153
-  Document emailed to James rudolph (jdrudolph70@gmail.com) for signature  
2021-12-16 - 1:43:29 PM GMT
-  Email viewed by James rudolph (jdrudolph70@gmail.com)  
2021-12-16 - 3:35:56 PM GMT- IP address: 104.28.97.70
-  Document e-signed by James rudolph (jdrudolph70@gmail.com)  
Signature Date: 2021-12-16 - 3:36:23 PM GMT - Time Source: server- IP address: 174.199.48.39
-  Agreement completed.  
2021-12-16 - 3:36:23 PM GMT