



# Planning Commission Minutes

June 22, 2020

MEMBERS PRESENT: Chair Kathryn Quam, Commissioners Bryan Pynn, Sean Hayford Oleary, Peter Lavin, and James Rudolph

MEMBERS ABSENT: Susan Rosenberg

STAFF PRESENT: Melissa Poehlman, Asst. Director of Community Development  
Matt Brillhart, Associate Planner  
Nellie Jerome, Assistant Planner

OTHERS PRESENT: Joe Goldshlack, SAC Wireless on behalf of AT&T, Public Hearing Item #1

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

## APPROVAL OF MINUTES

M/Rudolph, S/Pynn to approve the minutes of the May 27, 2020, meeting.

Commissioner Lavin asked that additional information regarding public comments about parking along 64<sup>th</sup> street be added, and stated that he believed that an earlier motion regarding parking ratio may have not been included in the minutes.

M/Lavin, S/Quam to amend the meeting minutes to include public comments and revise parking ratio if inaccurately reflected.

Commissioner Rudolph withdrew his motion to approve the minutes from May 27, 2020. No vote was held. Minutes will be reviewed for accuracy and detail and will be brought back for review and approval at the July Planning Commission meeting.

## OPEN FORUM

No members of the public spoke, no comments received.

## APPROVAL OF AGENDA

M/Hayford Oleary, S/Rudolph to approve the agenda.

*Motion carried: 5-0*

## GENERAL BUSINESS

### ITEM #1

**Consider the 2022-2025 Capital Improvement Program and a finding of consistency with the Comprehensive Plan of the Capital Improvement Program and the 2021 Capital Improvement Budget.**

Each year, the City Manager makes a recommendation to the City Council regarding the Capital Improvement Budget (CIB) for the upcoming year. The Planning Commission is responsible for reviewing the Capital Improvement Plan (CIP) and making a recommendation to the City Council. The Commission is also responsible for ensuring that the CIB and the CIP are consistent with the Comprehensive Plan. City of Richfield Finance Director, Chris Regis, presented a summary and answer questions.

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M/Quam, S/Pynn to recommend approval of the 2022-2025 Capital Improvement Program

Commissioner Hayford-Oleary noted that there is not clear relevance of the importance of the 77<sup>th</sup> Street underpass within the Comprehensive Plan, and he felt that the budget is disproportionately financing the 77<sup>th</sup> Street underpass compared to some of the other projects in the plan.

*Motion carried: 5-0*

M/Pynn, S/Rudolph to adopt a resolution finding that the 2021 Capital Improvement Budget and 2022-2025 Capital Improvement Program are consistent with the Comprehensive Plan.

*Motion carried: 5-0*

## **PUBLIC HEARINGS**

### **ITEM #1**

**Consider a request for a conditional use permit to allow small wireless facilities in the right-of-way near 7108 Lyndale Avenue South.**

Matt Brillhart, Associate Planner, gave the staff report. SAC Wireless, on behalf of AT&T, is planning installation of a small wireless facility in a residential area. The applicant, a representative from SAC Wireless, was present to answer questions.

Commissioner Hayford Oleary asked about the placement of the installation, and wanted clarification on whether or not it would be in the pedestrian trail. The applicant clarified that the wireless structure would not be in the way of the trail and will be placed at the same location where an existing street light is currently installed.

M/Hayford Oleary, S/Quam to close the public hearing

*Motion carried: 5-0*

M/Hayford Oleary, S/Pynn to approve a conditional use permit to allow small wireless facilities in the right-of-way near 7108 Lyndale Avenue South.

*Motion carried: 5-0*

### **ITEM #2**

**Conduct a public hearing and consider changes to the City's Zoning Code that would eliminate the need for a Conditional Use Permit for small wireless facilities and wireless support structures in the single-family residential districts.**

Assistant Community Development Director, Melissa Poehlman, presented the staff report.

The commission and staff discussed spacing requirements, the utility of maintaining a conditional use process, and the possible addition of a stipulation related to sight lines from apartments.

M/Hayford Oleary, S/Pynn to close the public hearing for this item.

*Motion carried: 5-0*

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M/Hayford Oleary, S/Pynn to Recommend approval of an ordinance related to conditional uses in the single-family residential (R and R-1) districts.

Commissioner Lavin commented that he did not want to inconvenience residents when the Planning Commission does not have power to deny installation.

*Motion carried: 3-2 (Rudolph and Quam opposed)*

### **LIAISON REPORTS**

Community Services Advisory Commission: Ice arena projects are progressing, other projects on hold due to COVID-19.

City Council: no report

Housing and Redevelopment Authority (HRA): no report

Richfield School Board: a new Activities Director was hired for the district, Jared Ellerson from Saint Cloud.

Transportation Commission: 65<sup>th</sup> Street final layout will go to City Council for final approval, including opening Pillsbury Ave in both directions and addressing entrances in and out of the Wendy's restaurant, which are problematic for the proposed roundabout.

Chamber of Commerce:

### **CITY PLANNER'S REPORT**

Asst. Director Poehlman reported that Penn Ave was studied last year, in partnership with the County, and there will be a virtual open house for feedback by the public in the coming weeks.

### **ADJOURNMENT**

The next regular meeting will be Monday, July 27, at 7pm, on Webex online meeting platform.

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

*Motion carried: 5-0*

The meeting was adjourned by unanimous consent at **9:15 p.m.**

  
James Rudolph (Aug 5, 2020 08:06 CDT)

Planning Commission Secretary






# 06222020 PC Minutes

Final Audit Report

2020-08-05

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