

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on January 22, 2024, at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Chair Hansen called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Chair Hans Hansen

Commissioner Rick Cobbs

Commissioner Brad Delfs

Commissioner Kelsey Hollihan

Commissioner Eric Julien

Commissioner Sharon Weighous

STAFF PRESENT

Building Official Jeff Baker, City Planner Kristin Baldonado, Administrator Daniel Buchholtz

OTHERS PRESENT

Brandon Prior

6351 20th Ave

Lino Lakes MN 55030

Said Sajady

8325 University Avenue NE

Spring Lake Park MN 55432

3. PLEDGE OF ALLEGIANCE

4. ELECT OFFICERS

A. Chair

Motion made by Commissioner Cobbs, seconded by Commissioner Hollihan, to elect Commissioner Hansen as Chair for 2024.

Voting Yea: Commissioner Weighous, Commissioner Hollihan, Commissioner Delfs, Commissioner Cobbs, Commissioner Julien. Abstain: Chairperson Hansen. Motion carried.

B. Vice Chair

Motion made by Commissioner Cobbs, seconded by Commissioner Julien, to elect Commissioner Delfs as Vice Chair for 2024.

Voting Yea: Commissioner Weighous, Commissioner Hollihan, Commissioner Delfs, Commissioner Cobbs, Commissioner Julien, Chairperson Hansen. Motion carried.

5. APPROVAL OF MINUTES

A. Approval of Minutes – October 23, 2023 Meeting

Motion made by Commissioner Cobbs, seconded by Commissioner Julien, to approve the minutes from the October 23, 2023 Planning Commission meeting.

Voting Yea: Commissioner Weighous, Commissioner Hollihan, Commissioner Delfs, Commissioner Cobbs, Commissioner Julien, Chairperson Hansen. Motion carried.

6. PUBLIC HEARING

C. Public Hearing – Amendment to Chapter 16 of the Zoning Code Relating to Sacred Communities

Administrator Buchholtz gave an overview of Sacred Communities Ordinance. He said that cities must allow faith communities to site micro units on religious property to house chronically homeless individuals, extremely low-income individuals, and volunteers.

Administrator Buchholtz said the proposed ordinance incorporates the Sacred Community law into the City's zoning ordinance.

- Section 1 establishes a parking requirement of 1 parking space per volunteer unit for the Sacred settlement. This is in addition to any parking requirements due to the religious use.
- Section 2 adds "Sacred Communities" as a conditional use in the R-1, R-2, R-3, C-1 and C-2 zoning districts.
- Section 3 establishes the performance standards for the sacred settlements. All of the performance standards are set forth under M.S. § 327.30, the Sacred Communities Law.

The performance standards include the following:

- Be no more than 400 gross square feet.
- Be built on a permanent chassis and anchored to pin foundations with engineered fasteners.
- Have exterior material compatible in composition, appearance and durability to materials used in standard residential construction.

- Meet minimum framing standards and insulation ratings for doors and windows and include a dry, compostable or plumbed toilet meeting MPCA rules.
- Include smoke and carbon monoxide detectors and comply with municipal setback requirements.
- Have access to water and electric utilities either by connecting the units to the principal building or by providing access to permanent common kitchen facilities and common facilities for toilet, bathing, and laundry consistent with boarding house requirements under Minnesota Rules, part 1305.2902.

The performance standards also establish minimum standards for the religious institution's operation of the settlement itself. These standards include:

- Appropriate level of insurance and have between one-third and 40% of the micro units occupied by designated volunteers.
- Adherence to all laws governing landlord and tenants under Minnesota Statutes Chapter 504B.
- A written plan provided to the city in which the settlement is approved by the religious institution's governing board that includes:
 - Plans for disposal of water and sewage if not plumbed and septic tank drainage if plumbed units are not connected to the primary worship location's system.
 - Adequate parking, lighting, and access to units by emergency vehicles.
 - Protocols for security and addressing conduct within the settlement as well as safety protocols for severe weather.
 - Requirement to obtain a conditional use permit.

Administrator Buchholtz stated that the City is unable to add performance standards to the conditional use permit that are not permitted by the law.

Commissioner Hansen asked if any places of worship have inquired about micro units. Administrator Buchholtz responded no.

Motion made by Commissioner Cobbs, seconded by Commissioner Hollihan, to recommend Amendment to Chapter 16 of the Zoning Code Relating to Sacred Communities

Voting Aye: Commissioner Weighous, Commissioner Hollihan, Commissioner Delfs, Commissioner Delfs, Commissioner Julien, Chair Hansen. Motion carried.