

**CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
PLANNING COMMISSION MINUTES  
JUNE 18, 2025**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Dustin Pavek.
2. **Roll Call:** Present were Dean Becker, Deborah Humann, Gail Genin, Dustin Hingos, Marc McMullen, and Dustin Pavek.

Others in attendance: Jessica Rieland, Community Development Director; Beth Richmond, City Planner; Paul Carpenter, Public Works Director; and City Council Liaison Kevin Robinson.

the recording did not pick up the beginning of the meeting need clarification from commissioners.

3. **Adopt Agenda:** Motion by \_\_\_\_\_, second by \_\_\_\_\_ to approve the agenda. Motion carried 6-0.
4. **Approve Minutes:** Motion by \_\_\_\_\_, second by \_\_\_\_\_ to approve the April 16, 2025 minutes. Motion carried 6-0.
5. **Public Comment:** None
6. **Public Hearing:**
  - a. Gravel Driveway Interim Use Permit (IUP)

City Planner Richmond reviewed the Staff report in regard to an IUP request for a gravel driveway for the future solar farm.

Public Hearing was opened at 7:04 p.m.

No one came forward to address the Commission.

The Public Hearing was closed at 7:05 p.m.

Motion by McMullen, second by Genin, to recommend approval of the IUP for a gravel access drive for an industrial use in the rural service area with findings of fact and conditions as presented by Staff. Motion passed 6-0.

- b. Zoning Code Amendment – Accessory Structure Size

Richmond reviewed the Staff report concerning accessory structure size.

Becker asked if the accessory structure on the subject property has already been built. Richmond said yes and added that the City has had several other requests over the years from other residents who were also wanting to increase the size of their accessory structure.

Hingos asked if they are looking at increasing the accessory structure size for any other-sized lots. Richmond explained that this request was for a property between two and a half and five acres; however, they could open this up further and add it to a list of code updates to look into.

Public Hearing was opened at 7:09 p.m.

No one came forward to address the Commission.

The Public Hearing was closed at 7:10 p.m.

Motion by Hingos, second by McMullen, to recommend approval of the amendment to Section 10-68-04 of the Zoning Code to increase the allowable total square footage of detached accessory structures on lots 2.5 to 5 acres in size to 2500 square feet as requested. Motion passed 6-0.

c. Zoning Code Amendment – Stormwater Management

Public Works Director Carpenter reviewed the Staff report in regard to amending the code related to stormwater management.

Public Hearing was opened at 7:12 p.m.

No one came forward to address the Commission.

The Public Hearing was closed at 7:13 p.m.

Motion by Humann, second by Becker, to recommend approval of the proposed amendment to Section 10-82-04 of the Zoning Code as presented by Staff. Motion passed 5-0.

**7. Regular Business Items**

a. Dalton River Villas Concept Review

Richmond reviewed the Staff report concerning the concept plan for the Dalton River Villas development.

Pavek asked if the City would have to pay for the outlot. Richmond said no and that this would be a part of the dedication with the plat.

Hingos asked if the public would have access to the park in this development and, if so, how they would access it. Richmond said this is something they could discuss later on in the process.

Becker asked if they had other similar developments to this within the City. Richmond said yes.

Councilmember Robinson shared that he is curious about the lot sizes for this development.

Pavek stated he likes the proposal with the cul-de-sac and two main access points.

The Commission provided Staff feedback on the concept plan.

**8. Planning Commission Discussion**

None.

**9. Adjournment:**

Motion by Becker, second by McMullen, to adjourn the meeting. Motion passed 6-0

Meeting was adjourned at 7:24 p.m.

Website Link to Packets and Minutes for the Planning Commission:

<https://www.stfrancismn.org/meetings>

Recorded by: Time Savers Secretarial

**DATE APPROVED:**