

**MINUTES OF THE PROCEEDINGS  
OF THE PLANNING COMMISSION OF THE CITY OF  
NORTH BRANCH IN THE COUNTY OF CHISAGO  
AND IN THE STATE OF MINNESOTA**

**REGULAR SESSION**

**March 17, 2014**

CALL TO ORDER: The North Branch Planning Commission met in regular session and was called to order at 7:00 p.m.

ROLL CALL: Commissioners present were John W. von Lange, Mark Ramaley (absent), Tom Borchardt and Don Swanson. Also present Mayor Lindquist and City Planner Ken Roberts.

APPROVAL OF MINUTES:

Motion by Swanson, seconded by Borchardt to approve the February 11, 2014 Work Session Minutes. All voted AYE. Motion carried.

Motion by Swanson, seconded by Borchardt, to approve the February 18, 2014 Regular Meeting Minutes. All voted AYE. Motion carried.

ADDITIONS TO AGENDA:

NONE

STAFF REPORTS:

**5.1 City Council Update**

Roberts provided an update on recent Council actions.

**5.2 Activity Report**

Roberts reviewed building activity report information with the Commission.

PUBLIC HEARINGS:

**6.1 Building Height Variance – Andersen Windows**

Roberts explained the requested building height variance application.

Chair Von Lange opened the public hearing. No one wished to speak.

Motion by Von Lange, seconded by Swanson to close the public hearing. All voted AYE. Motion carried.

Commission indicated it is encouraging to see Andersen expanding their facility in North Branch.

Motion by Borchardt, seconded by Swanson to approve variance request. All voted AYE. Motion carried.

**6.2 Industrial Zoning District Code Amendment**

Planner Roberts reviewed the proposed amendments to the Industrial Zoning District.

Chair Von Lange opened the public hearing. No one wished to speak. Chair Von Lange closed the public hearing.

Swanson said he feels the Commission went through this thoroughly.

Motion by Swanson, seconded by Borchardt to accept the proposed changes to the Industrial Zoning District Code Amendment. All voted AYE. Motion carried.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

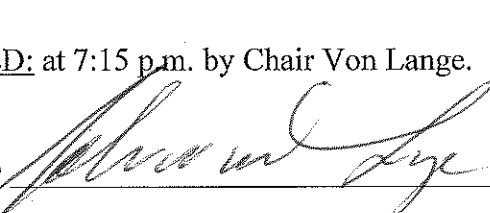
COMMISSIONERS QUESTIONS/COMMENTS: NONE

Planner Roberts noted the City is accepting Applications through April 4, 2014 for the open position on the Planning Commission.

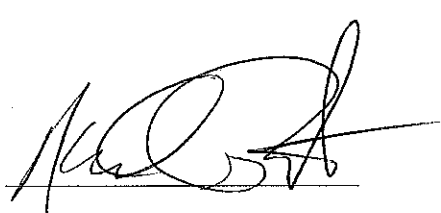
Motion by Swanson, seconded by Borchardt, to adjourn. All Voted AYE. Motion carried.

ADJOURNED: at 7:15 p.m. by Chair Von Lange.

APPROVED



ATTEST



Respectfully submitted,



Ken Roberts – City Planner

**North Branch Planning Commission  
Work Session Minutes  
March 11, 2014**

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Members Present: Commissioners: John W. von Lange, Tom Borchardt, Mark Ramaley (absent) and Don Swanson.

Also Present: Council Liaison Furman and Planner Roberts

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1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Industrial Zoning Districts – Review Draft Ordinance

Von Lange suggested having the work session and regular meetings on the same evenings to allow for expediency. Roberts indicated that work sessions are not intended for formal action. The way the schedule is set up, with the regular Planning Commission meeting on the third Monday of the month, staff can put the items on the next council meeting agenda so no time is gained in the review process. Roberts indicated that has not been an issue in the past but if it does become a concern that can be looked at.

Borchardt said that paging through the old (existing) ordinance triggers questions. He then said that on Page 6 number 9 he is wondering what was done with that. Planner Roberts it is still in the ordinance. Borchardt said on Page 7 under mini-storage, it is a permitted use but he is wondering if the city should address the fact that every mini-storage building is a principal building. The Planning Commission discussed multiple buildings for mini-storage as an allowed use and agreed to amend the Ordinance to allow multiple buildings for mini-storage. On Page 14 under conditional uses, outdoor storage he would like to remove the word masonry from the requirements. Commission agreed to remove masonry and have language that allows for same or similar materials or approved by Planning Commission/City Council. The Commission suggested changing the maximum allowed building height to 75 feet from the existing 45 feet rather than not having any height restriction at all. Furman noted that there was a concern for fire department access to a building. Borchardt asked that staff contact the fire department regarding any potential concerns for building height. The Commission agreed to require a variance if anyone is interested in constructing a building taller than 75 feet. The Commission also suggested adding Recreational Sports Facilities to the Ordinance as a conditional use. Von Lange suggested adding frozen food locker or meat locker. Livestock processing was added as a conditional use. Furman said she does not look from the business perspective but the City's perspective and she would want to see what they are doing and how it affects the residents and tax base. This was added to I2 not I4. Staff reviewed I3 uses. The public hearing for the proposed ordinance will be at the regular Planning Commission meeting next week and then it will go to the City Council on March 24.

3. Concept Review – Building Height Variance - Anderson Windows

Roberts indicated that when the economy slowed down there was concern of closing the plant but now this expansion shows a commitment to the community. The Planning Commission said they were not concerned about the proposed height, as it is needed for the business.

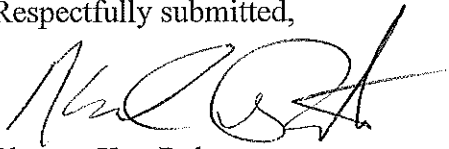
4. Interim Use Permits

Staff and the Planning Commission reviewed an Ordinance from the City of Isanti. Von Lange said he can see some value in having interim uses. Borchardt does not like the language “or until zoning ordinance no longer allow it”. Furman asked if the Attorney has been consulted about the Interim Use Ordinance. Roberts indicated that several of the pages provided in the packet came from the Attorney. Swanson said that he has a concern with personal use airstrips. Swanson asked about campgrounds and whether they should be an interim use. Swanson said he does not think that you would put money into roads and sewer and water for a campground and then have it as an interim use. The Commissioners agreed to continue review and discussion of possible interim uses at the next Planning Commission work session.

Motion by Borchardt, seconded by Swanson, to adjourn.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,



Planner Ken Roberts

TOSS/jrl