

**CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
PLANNING COMMISSION MINUTES  
March 16, 2022**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:01 pm by Chair Women Fairbanks
2. **Roll Call:** Present were Deborah Humann, Colleen Sievert, Liz Fairbanks, Dustin Pavel, Christina Bass and Dean Becker. Absent: Tara Kelly

Others in attendance: Kate Thunstrom- Community Development Director, Kevin Robinson - City Council, Beth Richmond – City Planner

3. **Adopt Agenda:** Motion by Pavek, second by Sievert to approve the agenda. Motion carried 6-0.
4. **Appoint Chair and Vice Chair**  
Fairbanks made a nomination of herself for Chair, Second by Humann. Motion carried 6-0  
Sievert made a nomination of herself for Vice-Chair, Second by Fairbanks. Motion carried 6-0
5. **Approve Minutes:** Motion by Humann, second by Pavek to approve the December 15, 2021 minutes. Motion carried 6-0.
6. **Public Comment:** None
7. **Public Hearing:**

- a. Vista Prairie Senior Living, Rezoning, Preliminary Plat & Site Plan.  
Richmond reviewed the staff packet. Identified approvals already completed in preparation for the requests before planning tonight. The Comprehensive Plan was amended in August 2021, project meets requirements

Street development through the site is not found to be necessary due to access possibilities along Stark and Zea. City attorney has requested that the project plat the site as part of the process to clean up the legal description and provide ROW as requested by the City and County. MnDOT has reviewed and provided comments.

Public Hearing opened at 7:25 p.m.

Applicant addressed the Commission to answer questions related to the future building concepts on independent living. Concept includes two story brownstone living ideas. Landscape will address along the residential site of the development site. The site anticipates 50 FTE job opportunities including RN, CAN, dietary and administration as examples. Lighting plan does not appear to affect street and neighborhoods. Majority of the residents are within the 5-10 mile PMA.

Richmond identified that she has not received any comments either for or against the project. Letters were mailed to all neighbors within the 350' and nobody has responded.

Public Hearing closed at 7:32 p.m.

Commission discussed the overall quality of the project and appreciation of the information provided. Encourages the commission to incorporate gardens and opportunities.

Sievert made a motion to recommend approval of the rezoning of the site from BPK Business park and R-2 medium density detached and attached residential to PUD R-3. Second by Humann. Motion passed 6-0

Humann made a motion to recommend approval of the preliminary plat for Vista Prairie Senior Living with conditions and findings of fact as recommended by Staff. Second by Fairbanks. Motion passed 6-0

Pavek made a motion to recommend approval of the site plan for the Vista Prairie Senior living development with conditions and finding of fact as recommended by Staff. Second by Fairbanks. Motion passed 6-0

**8. Regular Business Items** – None

**9. Planning Commission Discussion**

Thank you and a welcome to the new Commissioners.  
Pioneer Days, working on details

**10. Adjournment:** Meeting adjourned at 7:40 p.m.

Website Link to Packets and Minutes for the Planning Commission:  
<https://www.stfrancismn.org/meetings>

Recorded by: Kate Thunstrom  
**DATE APPROVED: 04/20/2022**