

**City of Rockford, Minnesota
Planning and Zoning Commission Meeting
7:00 p.m., Thursday, June 17th, 2021**

Chair Sand called the regular meeting of the City of Rockford Planning and Zoning Commission to order on at 7:01 p.m. The meeting was held in the Council Chambers of City Hall, 6031 Main Street, Rockford, MN.

Roll call was taken and the following members were present: Peterson-Bjorn, Cihlar, Morter and Sand. The following members were absent: Werman. City Administrator / Attorney, Dan Madsen; City Planner, Dan Licht; Tom Belanger and Scott Dahlke of Rockford Landings, LLC; and Deputy Clerk, Amy McNellis were also in attendance.

PUBLIC HEARING – Preliminary, Final Plat and Planned Unit Development for Rockford Landings.

Chair Sand opened the Public Hearing at approximately 7:04 p.m. Planner Licht explained the Preliminary and Final Plat and Planned Unit Development submitted by Rockford Landings, LLC for the property located at 9000 County Road 50, Rockford, Hennepin County, Minnesota, bearing the property identification number 2911924420003.

Planned Unit Development Districts serve the purpose of allowing for the mixing of land uses within a development when such mixing cannot be otherwise accomplished within the Zoning Districts established by the Zoning Ordinance. Section 1001-21 of the Zoning Ordinance states that any use allowed within the various zoning districts established by the Zoning Ordinance may be allowed within a PUD District.

Property owner, Tom Belanger, explained that this property was proposed to be incrementally developed, with a Caribou drive-thru coffee shop proposed as the first development at Lot 1, Block 1, with the remainder of the property being subdivided into outlots for later development. Members of the Commission and Staff concluded the introduction to the Public Hearing.

Chair Sand then called for public comment. With no one in attendance and no public comment offered, Chair Sand closed the Public Hearing at approximately 7:25 p.m.

SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

MOTION was made by Sand, seconded by Morter, to set the agenda and accept the March 11, 2021 Regular Planning and Zoning Commission Minutes.

MOTION CARRIED – Voting in favor, Sand, Morter, Cihlar and Peterson-Bjorn.

NEW BUSINESS: Rockford Holdings, LLC PUD and Plat Requests.

City Planner, Dan Licht, again explained that Rockford Holdings has submitted applications for development of 9.04 acres at the southwest corner of TH 55 and Rebecca Trail (CSAH 50) within Rockford. The proposed development consists of one lot and three outlots to be accessed via a shared

private drive. A separate development application has been submitted for Lot 1, Block 1 for a Caribou Coffee drive through use.

Planner Licht reviewed his Memorandum with the Planning and Zoning Commission, highlighting the areas concerning the Comprehensive Plan, implications of the City's Zoning Code, Lot Requirements, Setbacks, Buffer Yard, Public and Private Improvements, the overall Utility and Grading Plan, Easements and the Park Dedication Plan. Licht also explained the proposed Final Plat of Lot 1, Block 1 for a Caribou Coffee drive-thru and the requirements of that building and lot as it related to design, parking, signage and landscaping. Licht concluded by stating that the Preliminary, Final Plat and Planned Unit Development project would require a Development Agreement to properly memorialize the requirements and gain conformity with those regulations.

After additional discussion and review, **MOTION** was made by Cihlar, seconded by Sand, to approve the Preliminary and Final Plat and Planned Unit Development as proposed and recommended.

MOTION CARRIED – Voting in favor, Sand, Morter, Cihlar and Peterson-Bjorn.

Members of Staff and the Planning and Zoning Commission then presented general updates including Parkwood 5th Development progress; that there had been 40 new home permits pulled to date, and 47 last year; that overall permits pulled had exceeded 150, which were both Rockford historic records; as well as other updates of general interest.

MOTION was then made by Sand, and seconded by Morter, to adjourn the meeting.

MOTION CARRIED – Voting in favor, Sand, Morter, Cihlar and Peterson-Bjorn and the meeting was adjourned at approximately 8:20 p.m.

Typed this 12th day of October, 2021.

Dan Madsen
City Administrator, City Attorney
City of Rockford Minnesota

Approved:

Mike Werman
Chair

Attest:

Dan Madsen
City Administrator, City Attorney