

**ROCK CREEK PLANNING COMMISSION
APPROVED MINUTES
January 16, 2024**

Chair Curt Kubesh called the Planning Commission Meeting to order at 7:02PM.

Members present:

Dan Saumer, Josh Froelich, Curt Kubesh, Oliver Rauschnot, Donnie Peterman III, Dillon Barton

Members Absent:

Stefon Boleen

Others present:

Ashley Rauschnot

Pledge of Allegiance

Public Forum – N/A

Oliver Rauschnot motioned seconded by Dillon Barton to approve the December 18, 2023 minutes as sent. Motion passed with all ayes.

New Business

Business Site Award 2023/2024

The Planning Commission dropped the ball on this last year. There was supposed to be an award given to a local business that has had the most improvements done within the City. Last years went to Cemstone. This was supposed to be decided in September. Members agreed to not award a business site award for 2023. But will start thinking about who should be nominated/awarded for 2024.

Old Business

Campgrounds

After a small discussion and some minor changes, the following decision was made.

Josh Froelich motioned seconded by Donnie Peterman III to recommend that the council for review, a campground definition update, as well as a final draft for a campground ordinance before a public hearing is held. Motion passed with all ayes.

To change the definition of the existing

Campground: an area or tract of land used or occupied by campers using tents or other portable shelters or vehicles designed specifically as their temporary housekeeping accommodations.

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to

Campground: An area or tract of land that has been approved by a CUP and will be occupied by campers using tents, portable shelters, or vehicles designed specifically as a temporary living accommodation.

CAMPGROUND ORDINANCE

- A. *General.* Campgrounds/RV parks shall be considered a form of planned unit development and administered thereunder as conditional uses in the district where the use is allowed, except no density increases will be considered.
- B. *Minimum parcel size.* No campground or recreational vehicle park shall be allowed on a parcel less than twenty acres and with a minimum of fifteen sites. Up to fifteen additional sites may be allowed for each additional acre.
- C. *Districts Allowed.*
 - 1. Allowed in the following districts:
 - Rec-1: Recreational District
 - C-1: Highway Commercial District
 - C-2: Highway Commercial Scenic Byway District
 - Ag: Agricultural District
 - I-1: Light Industrial District
 - 2. Not Allowed in the following districts:
 - Res-1: Residential District
 - Res-2: Residential District
 - FP: Flood Plain
- D. *Dwelling site requirements.* The dwelling sites must conform to the state's Department of Health standards and the following.
 - 1. Campsites or recreational vehicle sites shall have a minimum of 3,000 square feet designated for each family unit, with a minimum of 40 feet of width, as measured center to center.
 - 2. A strip of land with a minimum width of 60 feet shall be reserved for a service road and road right of way providing access to each of the designated sites.
 - 3. Parking shall be off the road.
 - 4. Recreational facilities shall be provided as determined by PUD process.
 - 5. A water system capable of providing 100 gallons per site, per day, at a pressure of 20 psi at the most remote fixture for RV sites, or within 400 feet of each campsite for non-RV sites.
 - 6. Conforming on-site sewage collection and disposal system sized for 100 gallons per campsite per day.
 - i. All sewage and waste water must be discharged into an approved municipal sewage system if one is available or an individual on-site sewage treatment system that meets the requirements of the Minnesota Pollution Control Agency rules, Chapter 7080 [LINK

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<https://www.revisor.mn.gov/rules/7080/>] and any applicable local codes.

7. Solid waste facilities consisting of one 30-gallon can for each four campsites or one dumpster for each 20 sites, constructed to prevent overturning or cover removal by animals, and screened.
 8. Campsites for recreational vehicles shall have sewer connection, water connection and electric connection or recreational vehicles shall be self-contained, and a wastewater disposal station shall be provided on site.
 9. Drinking water and restroom facilities with showers shall be provided, all within 400 feet of every site not served with full facilities.
 10. Grass or other complete ground cover shall be maintained, except in parking areas and roads.
 11. Evidence shall be provided, prior to final approval, that the licenses and approval process of the state's Department of Health has been adhered to.
 12. All sites shall be well-drained, preventing any pooling of water and avoiding wetlands.
 13. Sufficient storm shelter shall be provided to accommodate all occupants of the campground.
 14. Domestic animals or pets must not be allowed to run at large or cause any nuisances within a recreational vehicle area. Any kennels, pens or other facilities provided for animals must be maintained in a sanitary condition.
 15. Campground will be determined to allow permanent or seasonal sites on conditional use permit.
- E. *Submission requirements.* The submission requirements for a campground shall be the same as PUDs, except as determined not applicable by the Zoning Administrator.
1. Application must be accompanied by a Surveyed Professional Site Plan

Earnest Money

Oliver Rauschnot motioned seconded by Dillon Barton to recommend to council for review before a public hearing is held. Motion passed with all ayes.

Definition for Earnest Money:

Non-interest-bearing deposit – Posted deposits shall be used to cover City expenses associated with the review of applications including staff, consultants (Attorney, Engineer, Planner and/or others). Actual costs not fully paid or reimbursed from the base fee shall be paid or reimbursed from the deposit. At any time while the application is pending and before its final conclusion, if the amount of the deposit is or is estimated to be insufficient to pay for actual costs of the application, an additional amount shall be required to be paid by the applicant. The one or more deposits shall be in an amount sufficient to pay all

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the actual cost of the City. All earnest money fees due will be subject to the current fee schedule.

THC/Cannabis

Dan Saumer came up with the following temporary draft for an ordinance.

Draft Ordinance regulating the use of Cannabis and Cannabis derived products for the City of Rock Creek

Purpose and Intent:

- This ordinance is adopted by the City Council for the City of Rock Creek for the purpose of protecting public health and safety for our residents and visitors alike.
- Recognize any ordinances that Pine County or the State of Minnesota have on the above subject.
- Recognize the clean indoor act for the State of Minnesota.

Definitions:

Prohibited Acts:

- No person shall use cannabis or cannabis derived products in a public area (to include parks, trails, streets, or public facilities). This includes smoking/vaping of cannabis, use of cannabis flower or cannabis derived products, the use of cannabis edibles, hemp derived products.
- No use in or near children in public areas.
- Sale of Cannabis or Cannabis/Hemp derived products is prohibited in all zoning districts for the City of Rock Creek except for commercial districts (C-1 and C-2).

Allowed Area for Sale of Cannabis, Cannabis or Hemp derived products to include edibles, flower:

- Sales are allowed in the Commercial Districts (C-1 and C-2) for the City of Rock Creek.
- The State of MN will contact the City for any business/activity that applies for a license to sell cannabis or cannabis/hemp derived products to insure it meets all zoning requirements.

Effective Date:

Discussion as follows:

Curt Kubesh says that everyone has already agreed that it should only be sold in Commercial Districts, liquor stores, gas stations, etc. Curt Kubesh said that it can't be sold out of residential homes and there should be no baked goods, all edible items must be packaged from a distributor and come from a dispensary. Oliver Rauschnot says this is a fair start until we find out what the State of MN is going to do. Josh Froelich asks the question - is an 18+ or a 21+ because our standard for 21+ in MN is NOT in gas stations.

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Should add hours of use? Do we need a CUP for selling – ability to give conditions? Does the City require a CUP for a liquor license? For the next meeting, Dan Saumer would like to get the rules/guidelines that are currently used by the City for a Liquor License.

City Council Notes

Don Ramberg wanted to know where we are at with the Soil Boring discussion. We will put it on the agenda for the next meeting.

Donnie Peterman III motioned seconded by Dillon Barton to adjourn at 8:24 PM. Motion passes with all ayes.

Ashley Rauschnot
Deputy Clerk