

**I. CALL TO ORDER**

A meeting of the Planning Commission was held by videoconferencing on Monday, May 11, 2020, commencing at 5:30 p.m. Chairperson Asmus called the meeting to order. This meeting was conducted via videoconferencing pursuant to Minn. Stat. 13D.021.

**A. ROLL CALL:**

Chairperson	Shannon Asmus	Present by videoconferencing
Commissioner	Michael Flaata	Present by videoconferencing
Commissioner	Judy Hudson	Present by videoconferencing
Commissioner	Larry Dahl	Present by videoconferencing
Commissioner	Eric Mathwig	Present by videoconferencing
Commissioner	Jeff Woods	Present by videoconferencing
Commissioner	Tom Zens	Present by videoconferencing
City Planner	Hannah Rybak	Present by videoconferencing

**B. ANNOUNCEMENT OF ADDITIONAL ITEMS - None.**

**II. APPROVAL OF MINUTES**

It was moved by Commissioner Flaata, seconded by Commissioner Woods, to approve the minutes of the March 9, 2020 meeting. Upon roll call vote, all members present voted aye.

Motion Carried.

**III. SCHEDULED ITEMS**

**A. PUBLIC HEARINGS:**

**1. PRELIMINARY & FINAL PLAT – PRAIRIE PARK ESTATES –  
by Eric Doering at 1001 Meadow Road**

City Planner, Hannah Rybak, provided an overview of the request. She reviewed the consistency of the request with the standards for granting a subdivision.

8 findings of fact offered by staff were presented to the Commissioners by City Planner Rybak.

Staff recommendation and potential action were reviewed.

Commissioner Asmus asked if there were any covenants being developed. City Planner Rybak explained there is but she would let the applicant explain further.

Commissioner Flaata questioned if the park dedication fee has always been or when it was added. Rybak said that the \$1,000 per lot fee was added to the new fee schedule in 2017.

Mike & Eric Doering were present to explain their request. Mike explained the covenants will be similar to recent developments. Some examples are attached garage required, no sheds bigger

than 200 square feet, no motorhome, modular or manufactured homes, minimum of 1,200 square feet in the homes, amongst other things.

Commissioner Asmus asked if these are all for single-family housing. Mike said that they are all R-1, single-family residences.

Commissioner Flaata asked if all went well for them in the planning and setting up of this development. Eric Doering said that it went reasonably well. They were surprised by the park dedication fee. Mike Doering explained they are not against it, it was just a surprise to them this evening. It was something that was missed or overlooked.

Commissioner Dahl stated to the Doerings that the City will not be policing the covenants and made sure they were aware they needed to. Eric replied they are aware of it.

Commissioner Hudson asked if the development is open to all builders or if there was a dedicated builder for the homes. Mike responded that all they are doing is selling the lots. It is open to any builders.

Commissioner Asmus opened the Public Hearing.

This being the time, date, and place set, with all mailed and published notices given as required by law, the hearing was opened at approximately 5:49 p.m., May 11, 2020, to consider a preliminary & final plat for the subdivision Prairie Park Estates by Eric Doering at 1001 Meadow Road.

No written comments were received.

Al & Pam Miller, residents at 591 E Quail Dr, asked if there would be a future development of Geinitz Ave to the south. Commissioner Asmus clarified that we are not reviewing that issue at this meeting. Eric Doering said that it is a horseshoe loop road and they don't own the land further to the south over to Quail Dr. Millers then asked if the land that juts out to the west would eventually be developed. Mike Doering explained that the development of Outlot A is a long time down the road but that area would not be developed, it would be green space or commons area. Eric Doering said its more of a wetland area and not able to be developed easily.

No further comments were heard and the hearing was closed at approximately 5:54 p.m.

Commissioner Dahl commented that he has heard good things from people that have had dealings with the Doerings in the past. He feels this is a good project. Commissioner Flaata agreed that this is a good project.

Commissioner Woods made a motion to recommend approval of the Prairie Park Estates plats by Eric Doering at 1001 Meadow Road based on the findings of fact, submitted plans, and eight conditions as follows:

1. The developer shall pay \$5,000 cash in lieu of land for park dedication.
2. Each individual lot shall have its own sanitary sewer and water service from the main. Plans shall be submitted for review and approval for the necessary sanitary sewer and water service improvements.
3. The developer will be responsible for all costs associated with the future extension of utilities and the street along South Geinitz Avenue from Butler Street to Outlot A.

4. All driveway openings for each lot shall be constructed according to City standards.
5. When Outlot A is planned to be developed, a storm water management plan will need to be submitted for the site, along with construction plans and specifications for the proposed infrastructure improvements.
6. The developer shall obtain all necessary permits for the development.
7. The developer shall contact all the private utility companies to plan for the extension of private utilities to the proposed lots.
8. The developer shall submit a grading plan for each lot for review and approval.

This motion was seconded by Commissioner Dahl. Upon roll call vote, all members present voted aye.

Motion Carried.

**2. CONDITIONAL USE REQUEST** – by Peter Kormanik at 718 N Sibley Avenue

To allow converting the property into a single-family residence in the B-3 Commercial District

City Planner, Hannah Rybak, provided an overview of the request. She reviewed the consistency of the request with the standards for granting a conditional use.

9 findings of fact offered by staff were presented to the Commissioners by City Planner Rybak.

Staff recommendation and potential action were reviewed.

Commissioner Dahl asked if the property had ever once been a residence. City Planner Rybak said that she's not positive but the fact that there is no kitchen leads her to believe that it hasn't been.

Commissioner Flaata asked if there is a problem that there is no garage. Rybak responded that there is no problem. There is ample parking space.

Commissioner Asmus opened the Public Hearing.

This being the time, date, and place set, with all mailed and published notices given as required by law, the hearing was opened at approximately 6:02 p.m., May 11, 2020, to consider a conditional use request by Peter Kormanik at 718 N Sibley Avenue to allow converting the property into a single-family residence in the B-3 Commercial District.

No written comments were received.

Peter Kormanik was present to answer any questions and explain his request. He said that building a garage is a future plan. He has had the property listed for a year and he's had more requests for residential than business.

Commissioner Woods asked if the interior improvements would be done prior to the sale of the house. Kormanik stated that the potential buyer will be doing the updates.

No further comments were heard and the hearing was closed at 6:05 p.m.

Commissioner Woods made a motion to recommend approval of the Conditional Use Permit by Peter Kormanik for property located at 718 N Sibley Avenue to allow converting the property

into a single-family residence in the B-3 Commercial District based on the findings of facts, submitted plans, and the following conditions:

1. All necessary permits must be obtained for the interior modifications.
2. Single-family is the only allowable residential use.

This motion was seconded by Commissioner Dahl. Upon roll call vote, all members present voted aye.

Motion Carried.

**3. CHANGE OF ZONING REQUEST** – by St Pauls Lutheran Church at 226 S Ramsey Avenue  
To change zoning from R-2 to I-2

City Planner, Hannah Rybak, provided an overview of the request. She reviewed the consistency of the request with the standards for granting a change of zoning.

11 findings of fact offered by staff were presented to the Commissioners by City Planner Rybak.

Staff recommendation and potential action were reviewed.

Commissioner Woods asked if there would be a buffer between FDA and the north end of the east parking lot. City Planner Rybak explained this is just a preliminary plan they are looking at. She will make note of that for the next phase of the project.

Commissioner Asmus asked if the current church parking lot at 226 S Ramsey is going to be built on. Rybak stated that it is not. FDA has an expansion planned that would need a variance if they didn't swap land and they didn't want to encroach the church property so close.

Commissioner Asmus asked if the parking lot entrances would be shut off, to which Rybak replied yes. He then asked if there were any concerns from the residents to the south of the church. Rybak had not received any.

Commissioner Asmus opened the Public Hearing.

This being the time, date, and place set, with all mailed and published notices given as required by law, the hearing was opened at approximately 6:17 p.m., May 11, 2020, to consider a change of zoning request by St Pauls Lutheran Church at 226 S Ramsey Avenue to change the zoning from R-2, Residence District, to I-2, General Industrial District.

No written comments were received.

Troy Gassman, representing FDA, and Eric D. with Excel Engineering were present to answer any questions and explain the request. Gassman was experiencing technical difficulties so Eric represented and spoke for FDA.

Eric stated there wouldn't be a problem putting a barrier up on the east parking lot. They can look at screening options. He explained the access points for the new lot would be the west side off of South Ramsey Ave. They want to limit access onto Sibley Avenue. As far as future plans for 226 S Ramsey, he said right now they just want to do a change of zoning. There hasn't been discussion on future plans.

Commissioner Mathwig asked City Planner Rybak if the new parking lot on the east side would need to be rezoned back to R-2. Rybak said that having a parking lot in I-2 is fine.

No further comments were heard and the hearing was closed at 6:23 p.m.

Commissioner Dahl made a motion to recommend approval, based on the findings of fact and submitted plans, of the Change of Zoning request by St Pauls Lutheran Church for property located at 226 S Ramsey Avenue to change the zoning from R-2, Residence District, to I-2, General Industrial District. This motion was seconded by Commissioner Mathwig. Upon roll call vote, all members present voted aye.

Motion Carried.

- 4. SITE PLAN REVIEW, CONDITIONAL USE & VARIANCE REQUEST** – by Ekalath Sophaphan, on behalf of property owner ISD 465, at 80 & 100 W Pleasure Drive  
To allow construction across two parcels and impervious surface coverage of 37%

City Planner, Hannah Rybak, provided an overview of the request. She reviewed the consistency of the request with the standards for granting a conditional use and variance.

19 findings of fact offered by staff were presented to the Commissioners by City Planner Rybak.

Staff recommendation and potential action were reviewed.

Commissioner Woods asked if there is an existing variance for the current impervious surface coverage since it already exceeds the maximum allowed. City Planner Rybak said there is not because the school predates the Shoreland Overlay District.

Commissioner Asmus asked if the lighting in the parking lot is similar to FDA. Rybak said it is but a little more detailed. Asmus then asked if there would be fencing around the water retention area. City Planner Rybak said he would need to ask the applicant. He asked if one is required to which Rybak stated it is not. Commissioner Asmus asked why if trees were coming down, no new ones were being planted. Rybak explained there is no preservation of trees in the ordinance, only tree requirements in subdivisions.

Commissioner Flaata asked if there is a requirement of what the holding pond should look like when done. Rybak said there's nothing required.

Commissioner Hudson asked if the right only exit out of the main entrance was just signage. Rybak explained that it is just signage, no modifications would be made there.

Commissioner Asmus opened the Public Hearing.

This being the time, date, and place set, with all mailed and published notices given as required by law, the hearing was opened at approximately 6:47 p.m., May 11, 2020, to consider a site plan review, conditional use and variance request by ISD 465 at 80 & 100 W Pleasure Drive to allow construction across two parcels and impervious surface coverage of 37%.

No written comments were received.

Ekalath Sophaphan, with ICS, was present representing the property owner ISD 465. Sophaphan confirmed that there will not be fencing around the holding area. He also commented that trees can be added if that's something the Commission wants.

Commissioner Asmus asked how deep the retention pond is at any point. Chris Ghormley, with Anderson-Johnson Associates, stated the basin is 3-4' deep. It is designed to be dry and infiltrate water in 48 hours. The water will never flow into the parking lot. The basin is a gentle 5:1 slope with sod at the bottom so it can be easily mowed. It will look like a lawn with a slight depression.

Commissioner Mathwig asked if the parking lot would be fenced in. Ghormley said that it will be an open lot. The fencing currently there will be removed. Mathwig expressed concern about the area in non-school hours. Ghormley explained there is very low risk with the basin. It is very gently sloped.

John Kretchmer, with Wold Architects, said they discussed with ISD 465 flood tolerant plantings versus sod. ISD 465 wants to be able to push snow over it in the winter so they wanted to go with the sod option.

Talk was had about placing shrubs around the parking lot to mitigate people drifting in and Chris Ghormley said that is possible.

Commissioner Hudson expressed safety concern with busses backing out of their angled spots. Chris Ghormley spoke on behalf of Lyle Hicks, with Hicks Bus, because he was having technical difficulties. Ghormley explained that the busses don't need to back out. The parking spots are offset 5' from the curb. They are able to turn in place and pull out forward.

Commissioner Asmus discussed the aesthetics of the parking area and asked if it was ok to add trees and shrubs. Ghormley said yes, there's plenty of flexibility.

No further comments were heard and the hearing was closed at 7:01 p.m.

Commissioner Mathwig made a motion, based on the findings of facts and submitted plans, to recommend approval, with conditions, of the site plan review, Conditional Use Permit and Variance request by ISD 465 for property located at 80 & 100 W Pleasure Drive to allow construction across two parcels and allow impervious surface coverage of 37% where only 25% is allowed. The conditions added to the motion are as follows:

1. All necessary parking lot directional signage must be installed to facilitate the flow of traffic within the school campus.
2. There shall be a net decrease in storm water leaving the site after construction compared to existing conditions for the 2-year, 10-year and 100-year rainfall events.
3. A MnDOT permit will be required for any work within the TH 22 (Sibley Ave.) right-of-way, including access modifications, drainage improvements, work within the right-of-way, etc.
4. Detailed plans for the relocation of the watermain in the area of the proposed addition shall be submitted for review and approval.
5. All sidewalk improvements in the public right-of-way shall meet ADA requirements.
6. Any impact to existing private utilities shall be addressed with the owner.

7. Any street area, sidewalk and/or curb and gutter disturbed by construction shall be restored to match the existing section and style.
8. All final construction plans shall be submitted for review and approval.
9. All necessary permits shall be obtained, and copies of the permits provided to the City.

The motion was seconded by Commissioner Dahl. Upon roll call vote, all members present voted aye.

Motion Carried.

#### IV. **NEW BUSINESS**

##### A. **ALLEY VACATION REQUEST** – *by First District Association & St Pauls Lutheran Church at 226 S Ramsey Avenue*

City Planner, Hannah Rybak, gave an overview of the request. She explained the only thing accessed from this alley is a Centerpoint Energy resource which is in the process of being relocated. The vacation would not be official until that has been relocated.

Commissioner Asmus made the recommendation to send the request to the City Council for approval.

#### V. **OLD BUSINESS**

#### VI. **ADDITIONAL ITEMS**

#### VII. **SET HEARING DATES AND TIMES**

The next scheduled meeting is Monday, June 8, 2020, at 5:30 p.m., likely via Zoom Meeting.

#### VIII. **REVIEW OF COUNCIL ACTIONS**

##### A. **CONDITIONAL USE & VARIANCE REQUEST GRANTED** – *by Gregg Schilling at 702 S Gorman Ave To allow for a duplex in an R-1 Residence District and a three (3) foot variance to the side yard setback requirements*

#### IX. **ADJOURNMENT**

Commissioner Asmus adjourned the meeting at 7:06 p.m.

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Hannah Rybak  
City Planner