

**UNAPPROVED  
CITY OF BLAINE  
PLANNING COMMISSION MEETING MINUTES  
May 8, 2018**

The Blaine Planning Commission met in the City Hall Chambers on Tuesday, May 8, 2018. Chair Ouellette called the meeting to order at 7:00 p.m.

Members Present: Commission Members: Goracke, Halpern, Homan, Olson, Ponds, and Chair Ouellette

Members Absent: Commission Member York.

Staff Present: Shawn Kaye, Associate Planner  
Lori Johnson, Associate Planner  
Natasha Lukacs, Planning and Economic Development Technician  
Tom Scott, Project Coordinator  
Dan Schluender, Assistant City Engineer

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**APPROVAL OF MINUTES**

**Motion by Commissioner Homan to approve the minutes of April 10, 2018, as presented. Motion seconded by Commissioner Halpern. The motion passed 5-0-1 (Olson abstained).**

**OLD BUSINESS**

None.

**NEW BUSINESS**

- Item 4.1 – Case File No. 18-0022 – Public Hearing – The applicant is requesting:
- a.) A 1,900 square foot Variance to allow for 2,900 square feet of accessory garage space in the R-1 (Single Family) zoning district.
  - b.) A Conditional Use Permit Amendment to expand a church facility in an R-1 (Single Family) zoning district by adding 900 square feet of accessory space. CHURCH OF ST. TIMOTHY, 707 89<sup>TH</sup> AVENUE NE.

The report to the Planning Commission was presented by Natasha Lukacs, Planning and Economic Development Technician. The public hearing for Case File 18-0022 was opened at 7:06 p.m. As no one wished to appear, the public hearing was closed at 7:07 p.m.

**Motion by Commissioner Goracke to recommend approval of Planning Case 18-0022A a 1,900 Square Foot Variance to allow up to 2,900 square feet of accessory garage space in**

**the R-1 (Single Family) zoning district at 707 89<sup>th</sup> Avenue NE based on the following rationale:**

Case 18-0022A:

1. The granting of the variance will not be detrimental to the ordinance because the R-1 (Single Family) text does not contain specific standards for churches or other large institutions.
2. The church would be put in a hardship position if the 1,000 square foot maximum were adhered to.
3. Exceptional circumstances apply to this residential property in terms of size and use.

**Motion by Commissioner Goracke to recommend approval of Planning Case 18-0022B a Conditional Use Permit Amendment to allow for the expansion of St. Timothy's church facility, in an R-1 (Single Family) zoning district, by adding 900 square feet of accessory space, for a total of 2,876 square feet of accessory space, based on the following conditions:**

Case 18-0022B:

1. A building permit must be obtained prior to the start of any construction. The construction of the building will need to meet the requirements of the Uniform Building Code.
2. The proposed building is to be generally located as shown on the proposed sketch and will need to meet all set-back requirements of the R-1 (Single-Family) zoning district.
3. The total accessory building space on the property is not to exceed 2,900 square feet. The newly proposed building is not to exceed 900 square feet.
4. The existing and proposed accessory building space must only be used for church related storage. It may not be used for commercial or assembly purposes.
5. The materials to be stored in the propose garage will need to be consistent with those, which have been described in the attached narrative.
6. The architectural style and colors used on the proposed building will need to match those used on the existing accessory building.
7. The height of the proposed building may not exceed the height of the principal building.
8. The granting of this Conditional Use Permit Amendment is contingent upon approval of the 1,900 square foot variance request to accessory garage space in the R-1 (Single Family) zoning district.

**Motion seconded by Commissioner Halpern. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 7, 2018 City Council meeting.

Item 4.2 – Case File No. 18-0026 – Public Hearing – The applicant is requesting a Conditional Use Permit to allow for a shared driveway/access between two adjacent properties.  
TECNIFOAM, 4400 BALL ROAD.

The report to the Planning Commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 18-0026 was opened at 7:09 p.m. As no one wished to appear, the public hearing was closed at 7:09 p.m.

**Motion by Commissioner Olson to recommend approval of Planning Case 18-0026 based on the following conditions:**Case 18-0026:

1. The driveway/access is required to be hard surfaced.
2. Site plan approval is required prior to any work on site. Site Plan approval will include the required submission of a Site Improvement Performance Agreement and associated financial guarantee.
3. A shared access agreement will be required prior to a certificate of occupancy being granted for the new building. The shared access agreement will need to address fire access on the west side of the proposed (new) building.
4. Footings for trash enclosure are not allowed in the easement.
5. Building foundation will need to be designed to accommodate future excavation of the sanitary sewer and water main. Existing water main will need to be lowered to maintain minimum 7.5' of cover.
6. Elevation of building needs to be raised so that truck dock doesn't flood.
7. Proposed sanitary sewer service needs to be direct bored into manhole.

**Motion seconded by Commissioner Homan. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 7, 2018 City Council meeting.

Item 4.3 – Case File No. 18-0016 – Public Hearing – The applicant is requesting a Conditional Use Permit to allow for a 22,500 square foot, Indoor Entertainment and Recreation facility in a PBD (Planned Business District).  
JIM & MARILYN WEBBER, 10650 BALTIMORE STREET NE.

The report to the Planning Commission was presented by Natasha Lukacs, Planning and Economic Development Technician. The public hearing for Case File 18-0016 was opened at 7:15 p.m.

Jim Webber, the applicant, reported the hours of operation on Saturday would be 9:00 a.m. to 11:00 p.m. He stated he was really excited to be bringing this facility to the City of Blaine.

The public hearing was closed at 7:16 p.m.

Commissioner Goracke asked if Mr. Webber had ever owned a family entertainment business before.

Mr. Webber stated he did not, but noted he has been in retail for the past 34 years. He explained he and his wife have restaurant experience and explained he has hired a number of consultants to assist with creating this facility.

Chair Ouellette asked how many full and part time employees this facility would have.

Mr. Webber commented he would have eight or nine full time employees and the remainder would be part time. It was his hope he would be able to hire college aged students for the daytime work.

**Motion by Commissioner Ponds to recommend approval of Planning Case 18-0016 based on the following conditions:**

Case 18-0016:

1. Any expansion of the entertainment center would require a conditional use permit amendment.
2. All signage on site, permanent or temporary, must adhere to the signage requirements of the Zoning Ordinance. All signage, permanent or temporary, requires a separate permit.
3. Hours of operation may need to be limited in order to manage the parking demand, should parking on-site ever become an issue.
4. A liquor license must be obtained for the site prior to the serving, or sale, of any alcohol whatsoever.
5. The business is to operate as described in the attached narrative.
6. No activity is to be conducted outside of the building.
7. No outside storage, of any kind, is allowed onsite.

8. The interior and exterior tenant finish work is to be completed with review and permit meeting all Building and Fire Code requirements.
9. The exterior tenant finish must be completed as shown on the proposed elevations.
10. A Certificate of Occupancy is required prior to occupying the space.
11. The property owner to obtain site plan approval, and submit the associated SIPA financial guarantees, prior to occupancy.
12. The approval of this conditional use permit request is dependent on the approval of the conditional use permit request for the overall site (Case File 18-0028). This approval does not replace the approval of Case File 18-0028 but is in addition to that approval.

**Motion seconded by Commissioner Goracke. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 7, 2018 City Council meeting.

Item 4.4 – Case File No. 18-0028 – Public Hearing – The applicant is requesting a Conditional Use Permit to allow for an existing 66,000 square foot single tenant retail building, in a PBD (Planned Business District) zoning district, to become a multi-tenant building composed of a mix between retail uses and indoor entertainment/recreation uses. GONZALO MEDINA, 10650 BALTIMORE STREET NE.

The report to the Planning Commission was presented by Natasha Lukacs, Planning and Economic Development Technician. The public hearing for Case File 18-0028 was opened at 7:22 p.m.

Tom Palmquist, Colliers International representing Gonzalo Medina, stated he was available to take questions or comments from the Commission.

The public hearing was closed at 7:23 p.m.

Commissioner Olson asked what action the City would have if the recreation facility were to have parking concerns.

Associate Planner, Lori Johnson stated that staff would monitor the future uses, so as to not create any parking issues.

**Motion by Commissioner Goracke to recommend approval of Planning Case 18-0028 based on the following conditions:**

Case 18-0028:

1. Each future tenant will be required to obtain a Certificate of Occupancy.

2. Review and permitting, meeting all Building and Fire Code requirements, will be required prior to any interior or exterior changes to the building.
3. Site Plan Approval required prior to any site work or building permits for new construction.
4. The existing, non-conforming, billboard must be removed prior to site plan approval.
5. At the time of occupancy, each tenant will be required to complete the exterior facade upgrades, as generally shown on the attached building elevations.
6. All signage on site, permanent or temporary, must adhere to the signage requirements of the Zoning Ordinance. All signage requires a separate permit.
7. No outside display or storage of products is allowed at any time on site with the exception of Outside Display as regulated by Section 30.081 of the Zoning Ordinance.
8. Adequate on-site parking will be monitored by staff with each building permit and Certificate of Occupancy that is issued for the site.

**Motion seconded by Commissioner Homan. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 7, 2018 City Council meeting.

Item 4.5 – Case File No. 18-0031 – Public Hearing – The applicant is requesting a Conditional Use Permit to allow for the construction of a 16,225 square foot hardware store (Harbor Freight) on a lot (1.45 acres) in North Central Commons. HARBOR FREIGHT TOOLS, 11727 ULYSSES LANE NE.

The report to the Planning Commission was presented by Lori Johnson, Associate Planner. The public hearing for Case File 18-0031 was opened at 7:30 p.m. As no one wished to appear, the public hearing was closed at 7:30 p.m.

Commissioner Olson asked if the applicant had provided the City with a proof of parking plan.

Associate Planner, Lori Johnson explained the applicant had provided the City with a plan and noted the loading dock area would be used for extra parking if the site was in need of additional parking.

**Motion by Commissioner Olson to recommend approval of Planning Case 18-0031 based on the following conditions:**

Case 18-0031:

1. A total of 73 parking stalls are required for this site after doing a parking calculation for a retail use. The applicant has supplied a proof of parking plan that meets this requirement but

the applicant will need to supply a different plan that indicates how storm water will be handled if the proof of parking is ever required to be constructed. This may include an underground system to handle the water.

2. The applicant to indicate on the site plan that the dumpsters will be fully enclosed with an enclosure that matches the building.
3. At least 25% of the trees must be oversized, and overstory trees must be oversized to 3-inch caliper and conifer trees must be oversized to 8 feet in height. Oversizing is not recommended for ornamental trees, which are required to be at least 2-inch caliper, which is also not shown on the plan.
4. All signage is issued under a separate permit.
5. All pole mounted lighting is limited to 20-feet in height. The applicant must supply a lighting plan and fixture cut-sheets prior to issuance of building permits.
6. No exterior overnight storage of pallets or delivered products.
7. No overnight storage of semi trailers or delivery vehicles unless they are positioned behind the 12-foot screen wall on the west side of the building.
8. Applicant should be aware of future MNDot improvements at the intersection of TH 65 and 117<sup>th</sup> Avenue NE. As part of MNDot's Access Management Plan there is a proposed improvement that is directly adjacent to the proposed site. The proposed improvement will include a full interchange at this intersection. This MNDot improvement currently does not have a scheduled timeframe or allocated funding. Applicant to recognize that future changes made to Highway 65 could impact how the site is accessed in the future.
9. Storage or display of retail items not permitted in the parking area, driveway surface, or front sidewalk area. All display items to be inside the building.
10. Applicant must provide building elevations that meet the Highway 65 Overlay District prior to issuance of site plan approval.
11. Site plan and grading plan approval is required prior to any work being performed on site and issuance of building permits.
12. Applicant to obtain Coon Creek Watershed District permit prior to start of site work.

**Motion seconded by Commissioner Ponds. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 7, 2018 City Council meeting.

Item 4.6 – Case File No. 17-0052 – Public Hearing – The applicant is requesting Preliminary Plat approval to plat 37 acres as one (1) lot to be known as Anoka Hennepin Third Addition.  
ANDERSON-JOHNSON ASSOCIATES, INC./ANOKA-HENNEPIN SCHOOL DISTRICT 11, 12576 LEVER STREET NE.

The report to the Planning Commission was presented by Lori Johnson, Associate Planner. The public hearing for Case File 17-0052 was opened at 7:33 p.m. As no one wished to appear, the public hearing was closed at 7:33 p.m.

**Motion by Commissioner Homan to recommend approval of Planning Case 17-0052 based on the following conditions:**

Case 17-0052:

1. The Mayor, City Clerk and City Manager are hereby authorized to execute any and all necessary documents, agreements and releases related to the approval, recording or administration of Anoka Hennepin Third Addition.
2. The proposed plat will need to address and incorporate comments that Anoka County offers in their review including but not limited to the dedication of additional right-of-way where required.
3. Site plan approval is required prior to issuance of building permits for the school.

**Motion seconded by Commissioner Halpern. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 7, 2018 City Council meeting.

Item 4.7 – Case File No. 18-0033 – Public Hearing – The City is proposing a code amendment to the B-2 (Community Commercial) and B-3 (Regional Commercial) zoning districts to remove restrictions to where a Car Rental Agency can be located in the B-2 and B-3 zoning districts.  
CITY OF BLAINE.

The report to the Planning Commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 18-0033 was opened at 7:35 p.m. As no one wished to appear, the public hearing was closed at 7:35 p.m.

**Motion by Commissioner Ponds to recommend approval of Planning Case 18-0033 based on the following rationale:**

Case 18-0033:



1. While there can be an attraction or association between car rental agencies and auto or auto body repair uses there is no zoning principle or argument to limit where car rental agencies should be able to locate in these commercial districts.

**Motion seconded by Commissioner Olson. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 7, 2018 City Council meeting.

Item 4.8 – Case File No. 18-0029 – Public Hearing – The applicant is requesting a Conditional Use Permit to allow an automobile rental facility and office with up to 15 vehicles parked on site.

AVIS BUDGET CAR RENTAL, 13091 CENTRAL AVENUE NE.

The report to the Planning Commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 18-0029 was opened at 7:38 p.m.

Kate Seracki, 1411 131<sup>st</sup> Avenue, stated she has been a resident of Blaine for the past five years. She explained she strongly opposed an Avis Budget Car Rental at 13091 Central Avenue NE. She reported her property value would be adversely impacted by this business and questioned why the City needed another car rental establishment when there were already six within 10 miles of her home. In addition, she feared how noise and traffic would be impacted along the frontage road.

William Gleize, 13056 Baltimore Street, stated he was concerned about light spilling onto his property. He commented on an easement between his property and the proposed car rental business and requested this wooded area remain intact. He indicated this area would be important to create a separation between the business and the adjacent residential neighborhood. Lastly, he requested that no outdoor speakers be allowed at the new business.

Barry Brottlund, leasing broker for the property, stated he was excited to be bringing this well-run tenant to Blaine. He commented the last tenant was not operating professionally and he looked forward to enhancing this site. He reported the site would have a maximum of 15 cars on the site.

The public hearing was closed at 7:44 p.m.

Chair Ouellette asked if the woods at the back of the property would be impacted.

Mr. Brottlund stated he had no plans to remove any of the trees at the rear lot line.

Commissioner Goracke questioned if the business would have any outdoor speakers.

Jeff Wagner, Avis Budget Group, reported he would not have any loud speakers or PA system on the outside of the building.

Commissioner Goracke inquired how heavy the traffic would be at this location.

Mr. Wagner commented each day would be different. He stated typically Monday's and Friday's were the busiest, along with lunch times and evenings. He explained a good portion of the business in Blaine were from Blaine residents.

Chair Ouellette asked what the hours of operation would be for the car rental establishment.

Mr. Wagner indicated the hours of operation would be 8:00 a.m. to 6:00 p.m. Monday through Friday, 9:00 a.m. to 2:00 p.m. on Saturday and 10:00 a.m. to 1:00 p.m. on Sunday.

**Motion by Commissioner Olson to recommend approval of Planning Case 18-0029 based on the following conditions:**

Case 18-0029:

1. Site Plan Approval is required encompassing all of the site improvements identified in this report.
2. Rental vehicles to be placed and stored behind the fence in the designated storage yard at all times.
3. The number of rental vehicles stored on site is limited to not more than fifteen (15).
4. All site work to be covered by a financial guarantee.
5. Avis-Budget to apply for and receive a Certificate of Occupancy prior to occupying the site.
6. All business signage by separate review and permit.
7. Any lighting of the yard area to be completely down-lit and fully shielded away from neighboring property. No lights shall extend over 20-feet in height. Lighting plans to be submitted for City review prior to any installation.
8. All work required for the building is subject to building permit review and issuance.
9. Recommendation for approval is based on the City adopting a code amendment that removes the requirement to be located as part of Major Auto Repair or Auto Sales Lot. The code amendment is the subject of Case File 18-0033.

**Motion seconded by Commissioner Ponds. The motion passed 6-0.**

Chair Ouellette noted this would be on the agenda of the June 21, 2018 City Council meeting.

**ADJOURNMENT**

Motion by Commissioner Goracke to adjourn the Regular Planning Commission meeting.  
Motion seconded by Commissioner Homan. The motion passed 6-0. Adjournment time was  
7:49 p.m.

Respectfully submitted,

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*