



City of Blaine Anoka County, Minnesota Minutes

Blaine City Hall
10801 Town Sq Dr NE
Blaine MN 55449

Planning Commission

The Planning Commission is an advisory body to the City Council. One of the Commission's functions is to hold public hearings and make recommendations to the City Council. The City Council makes all final decisions on these matters. Blaine City Ordinances require that certain documents and information be included in applications. The Planning Commission may postpone consideration of an application that is incomplete and may, for other reasons, postpone final action on an application. For each item the Commission will receive reports prepared by the City staff, open the hearing to the public, and discuss and act on the application.

The council chambers will have limited seating, with audience chairs being set up at least six feet apart. There will be an overflow area where the meeting can be watched in the Cloverleaf Farms Room, also with chairs set up at least six feet apart.

Public comment options prior to the meeting must be received by 4:30 PM on Monday, February 7, 2022. Email comments to: Planning@BlaineMN.gov or phone 763-785-6180.

Tuesday, December 14, 2021

7:00 PM

Council Chambers

1. Call To Order

The Blaine planning commission met in the City Hall Chambers on Tuesday, December 14, 2021. Chair Ouellette called the meeting to order at 7:00PM.

Members Present: Commission Members: Deonauth, Halpern, Olson, Villella, and Chair Ouellette. Also present was Adjunct Member Drew Brown.

Members Absent: Commission Members: Goracke and Homan.

Staff Present: Shawn Kaye, Associate Planner
Elizabeth Showalter, Community Development Specialist

Teresa Barnes, Project Engineer

Sheila Sellman, City Planner

Present: 5 - Chair Ouellette, Commissioner Olson, Commissioner Halpern, Deonauth, and Villella

Absent: 2 - Commissioner Homan, and Commissioner Goracke

2. Approval of Minutes**2.-1 Approval of the October 12, 2021 Planning Commission Minutes**

Attachments: [Unapproved Minutes 101221](#)

Motion by Commissioner Deonauth to approve the minutes of October 12, 2021, as presented. Motion seconded by Commissioner Villella. The motion passed 4-0-1 Halpern abstained.

Aye: 4 - Chair Ouellette, Olson, Deonauth, and Villella

Abstain: 1 - Commissioner Halpern

3. Old Business

None.

4. New Business**4.-1 Public Hearing Case File No. 21-0076 // Jefferson Ridge (Carlson McCain) // 741 113th Avenue NE**

The applicant is requesting preliminary plat approval to subdivide a 4.92 acre parcel into nine single family lots to be known as Jefferson Ridge.

Attachments: [Attachments](#)
[Unapproved PC Minutes 121421](#)

The report to the planning commission was presented by Elizabeth Showalter, Community Development Specialist. The public hearing for Case File 21-0076 was opened at 7:06PM.

Chair Ouellette stated for the record he had received a letter from Michael Erie at 11312 Quincy Street noting Mr. Erie opposed the project.

Lori Schwangler, 690 114th Lane, explained she was the second house from the new proposed development. She understood the road would be going through which meant she no longer would be living on a cul-de-sac. She questioned if she would be assessed for the new road.

Chair Ouellette reported the cost of the new road construction would be borne by the developer.

Ms. Schwangler asked when construction would start on the proposed development.

Project Engineer, Teresa Barnes anticipated the project would begin

construction in the spring of 2022.

Judy Greiner, 721 113th Avenue, explained she lives right next door to this project and inquired why the developer had contacted her.

Chair Ouellette stated it was up to the private developer to determine which property to purchase.

The public hearing was closed at 7:11PM.

Commissioner Deonauth indicated she would like to see the developer meeting the minimum tree requirements instead of donating to the reforestation fund.

Community Development Specialist, Elizabeth Showalter explained city code allows for both the planting of trees within the development and donating to the reforestation fund. She noted it was the developer's intention to plant trees within the development area.

Commissioner Olson asked if she should abstain from voting on this matter because she did an assignment on this property.

Community Development Specialist, Elizabeth Showalter stated Commissioner Olson could abstain and she did not anticipate this would have an impact on the project moving forward.

Chair Ouellette discussed how tough it was to see infill projects approved because they impact the surrounding and existing residents.

Motion by Commissioner Olson to recommend approval of Planning Case 21-0076 based on the following conditions:

Case 21-0076:

1. Park dedication will be required for the 8 new lots being proposed within the plat. The city's current park dedication rate for single family lots is \$4,449 per unit (2021 rate). A total park dedication fee of \$35,592 is due prior to final plat mylars being released to the developer for recording at Anoka County.
2. Developer to obtain a permit from Coon Creek Watershed District prior to city plan approval.
3. At least one of the two trees must be placed in the front yard. Overstory trees shall be a minimum of 2.5 caliper inches and conifers shall be a minimum of 6 feet high. Twelve additional trees must be planted. A landscape plan meeting this requirement or a payment into the reforestation account is required prior to release of mylars for recording.
4. Standard WAC (Water Access) and SAC (Sewer Access) fees will be due with each home constructed.

5. Execution and recording of a Development Agreement outlining the developer responsibilities for grading and development of the property is required.
6. The existing home proposed to remain is required to connect to city water and sewer within 6 months of recording the final plat.
7. All accessory buildings on the remaining existing house lot, beyond the two allowed by code, must be removed prior to recording the final plat.
8. 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 Jefferson Ridge.

Motion seconded by Commissioner Villella. The motion passed 5-0.

Aye: 5 - Chair Ouellette, Olson, Commissioner Halpern, Deonauth, and Villella

Chair Ouellette noted this would be on the agenda of the January 3, 2022 city council meeting.

4.-2

Public Hearing Case File No. 21-0071 // Suite Living of Blaine (Hampton Companies) // 9280 Baltimore Street NE

The applicant is requesting the following:

1. Rezoning from B-2 (Community Commercial) to DF (Development Flex).
2. Conditional use permit to allow for the construction of an approximately 21,000 square foot, 32 unit assisted living and memory care facility in a DF (Development Flex) zoning district.

Attachments: [Attachments](#)

[Unapproved PC Minutes 121421](#)

The report to the planning commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 21-0071 was opened at 7:18PM. As no one wished to appear, the public hearing was closed at 7:19PM.

Jeremy Larson, Hampton Companies representative, introduced himself to the Commission. He explained he had seven facilities up and running in the twin cities and six more were under construction.

Motion by Commissioner Villella to recommend approval of Planning Case 21-0071A a rezoning from B-2 (Community Commercial) to DF (Development Flex) based on the following:

Case 21-0071A:

1. The DF zoning has been used in the majority of assisted living projects

over the past several years within the City of Blaine as it provides the City with the greatest flexibility and control over the aesthetic and livability elements within the development.

2. The DF zoning allows the City the opportunity to apply standards consistent with other recent developments. The standards will create an attractive benchmark for a quality project.

Motion by Commissioner Villella to recommend approval of Planning Case 21-0071B a conditional use permit to allow for the construction of an approximately 21,000 square foot, 32 unit assisted living and memory care facility in a DF (Development Flex) zoning district based on the following conditions:

Case 21-0071B:

1. This site is to meet the Highway Overlay District requirements for exterior materials, and the plans that have been submitted for this proposal meet this requirement.
2. The landscaping on site meets the Highway Overlay District requirements for the number of trees provided. However, 25% of the trees need to be oversized to meet the Highway 65 Overlay District standards. Oversized trees must be 3-inch caliper overstory trees and 8-foot conifer trees. It is not recommended that ornamental trees be oversized. These plans are required as part of the site plan review.
3. The following landscaping is required on site:
 - Overstory Trees: 17
 - Conifer Trees: 16
 - Ornamental Trees: 16
4. A lighting plan will need to be provided that illustrates that the lighting provided meets ordinance requirements. All lighting needs to be downlit and shielded to prevent glare or spill. Pole mounted lighting is limited to 20-feet in height. These plans are required as part of the site plan review.
5. SAC and WAC payments are due prior to the issuance of building permits.
6. The applicant must obtain a Coon Creek Watershed District permit prior to city approval of construction plans and specifications.
7. Underground irrigation is required for the entire site.
8. If trash and recycling are to be accommodated outside the building, an enclosure must be constructed that matches the materials of the building. This will be required on the plan as part of the site plan review.
9. Signage will be considered under a separate permit.
10. Site plan approval is required prior to any work being performed on site.

11. Noise Reduction Standards must be incorporated into the residential building.

12. Park dedication is required for the lot prior to site plan approval/building permit being issued for the site. The park dedication fee is based on the rate in effect at the time of final platting. The current commercial park dedication rate (2021) is \$8,704 per acre, for a total park dedication fee (1.79 acres) of \$15,580 which is required for the entire plat.

Motion seconded by Commissioner Halpern. The motion passed 5-0.

Aye: 5 - Chair Ouellette, Olson, Commissioner Halpern, Deonauth, and Villella

Chair Ouellette noted this would be on the agenda of the January 3, 2022 city council meeting.

4.-3

Public Hearing Case File No. 21-0074 // BeeHive Blaine // 4313 Ball Road NE

The applicant is requesting the following:

1. Rezoning from PBD (Planned Business District) to DF (Development Flex).
2. Conditional use permit to allow for the construction of an approximately 14,235 square foot, 24 unit memory care facility in a DF (Development Flex) zoning district.

Attachments: [Attachments](#)

[Unapproved PC Minutes 121421](#)

The report to the planning commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 21-0074 was opened at 7:25PM. As no one wished to appear, the public hearing was closed at 7:25PM.

Motion by Commissioner Halpern to recommend approval of Planning Case 21-0074A a rezoning from PBD (Planned Business District) to DF (Development Flex) based on the following conditions:

Case 21-0074A:

1. The DF zoning has been used in the majority of assisted living projects over the past several years within the City of Blaine as it provides the City with the greatest flexibility and control over the aesthetic and livability elements within the development.
2. The DF zoning allows the City the opportunity to apply standards consistent with other recent developments. The standards will create an attractive benchmark for a quality project.

Motion by Commissioner Halpern to recommend approval of Planning Case 21-0074B a conditional use permit to allow for the construction of an

approximately 14,235 square foot, 24 unit memory care facility in a DF (Development Flex) zoning district based on the following conditions:

Case 21-0074B:

1. The site is to meet the Highway Overlay District requirements for exterior materials and landscaping. The plans that have been submitted for this proposal meet this requirement.
2. A lighting plan is to be provided that illustrates that the lighting provided meets ordinance requirements. All lighting needs to be downlit and shielded to prevent glare or spill. Pole mounted lighting is limited to 20-feet in height. These plans are required as part of the site plan review.
3. SAC and WAC payments are due prior to the issuance of building permits.
4. The applicant must obtain a Rice Creek Watershed District permit prior to city approval of construction plans and specifications.
5. Underground irrigation is required for the entire site.
6. If trash and recycling are to be accommodated outside the building an enclosure must be constructed that matches the materials of the building. This is required as part of the site plan review.
7. Signage will be considered under a separate permit.
8. Site plan approval is required prior to any work being performed on site.
9. Noise Reduction Standards must be incorporated into the residential building.
10. Park dedication is required for the lot prior to site plan approval/building permit being issued for the site. The park dedication fee is based on the rate in effect at the time of final platting. The current commercial park dedication rate (2021) is \$8,704 per acre, for a total park dedication fee (2.47 acres) of \$21,498 is required for the entire plat.
11. Final plat approval is required prior to any building permits being issued for the site.

Motion seconded by Commissioner Deonauth. The motion passed 5-0.

Aye: 5 - Chair Ouellette, Olson, Commissioner Halpern, Deonauth, and Villella

Chair Ouellette noted this would be on the agenda of the January 3, 2022 city council meeting.

4.-4

**Public Hearing Case File No. 21-0077 // Alexander Woods 3rd
Addition (Capital Trust Development LLC) // 1080 and 1100 113th
Avenue NE**

The applicant is requesting the following:

1. Rezoning from FR (Farm Residential) to DF (Development Flex) for 9.82 acres.
2. Preliminary plat approval to subdivide approximately 9.82 acres into 29 lots and 2 outlots.
3. Conditional use permit to allow for the construction of 29 single family homes in a DF (Development Flex) zoning district.

Attachments: [Attachments](#)
[Unapproved PC Minutes 121421](#)

The report to the planning commission was presented by Elizabeth Showalter, Community Development Specialist. The public hearing for Case File 21-0077 was opened at 7:30PM.

James Donald Sotanski, 1057 113th Avenue, explained he has lived in Blaine for the past 41 years and lived across the street from the proposed project. He requested further information regarding improvements planned for 113th Avenue.

Community Development Specialist, Elizabeth Showalter reported a utility project was completed by the city in 2018 and as properties in this area develop they are required to pay assessments associated with the project.

Mr. Sotanski expressed concern with the proposed ponding and requested further information on this matter.

Project Engineer, Teresa Barnes discussed the ponds that were being proposed for this project.

Mr. Sotanski reported he has been living in a construction zone for the past six years. He discussed the poor quality of an existing pond in the neighborhood and feared that the new ponding would look the same. He requested the pond in front of his home be maintained all the way to the property line. He also asked that the four or five maple trees on the boulevard be preserved.

Further discussion ensued regarding the role, function and depth of the holding ponds.

Mr. Sedanski recommended the city consider putting a moratorium on white fences in rear yards. He reported he would also like the developer to complete an environmental impact study for this project.

Scott Hoffman, Lot 2 of Alexander Woods, asked if there were any plans to retain trees, given the fact there were some large, old growth trees.

Community Development Specialist, Elizabeth Showalter reviewed the tree removal plans for the project.

Mr. Hoffman requested the city require developers to remove the brush that was piled along Able Street and 113th.

Project Engineer, Teresa Barnes reported the City would investigate this further.

The public hearing was closed at 7:47PM.

Emily Becker, M&I Homes representative, reported Phase I and Phase II Environmental Site Assessments were completed and no recognized environmental conditions were found. She noted privacy fences would be prohibited in the development.

Motion by Commissioner Olson to recommend approval of Planning Case 21-0077A a rezoning from FR (Farm Residential) to DF (Development Flex) for 9.82 acres based on the following rationale:

Case 21-0077A:

1. The DF zoning standards to be incorporated are consistent with and will complement homes and housing options that have been constructed within recent master planned developments. The standards will create an attractive benchmark of quality multi-family homes with desired range in appearance, style, density, and construction value and market appeal.
2. The DF zoning district allows the city the opportunity to have some flexibility when approving developments that warrant higher standards than what is allowed with the traditional zoning districts. It affords the city the opportunity to provide input on items that would benefit the surrounding neighborhoods and the city as a whole.

Motion by Commissioner Olson to recommend approval of Planning Case 21-0077B a preliminary plat to subdivide approximately 9.82 acres into 29 lots and 2 outlots based on the following conditions:

Case 21-0077B:

1. All local public streets require dedication of 60 feet of right-of-way and shall be constructed to 29 feet back to back of width.
2. All streets will follow the Anoka County street name grid system.
3. Plans and specifications must be approved by the city prior to start of construction.
4. Standard utility and drainage easements must be dedicated along all lot lines and over areas of delineated wetlands, wetland mitigation, infiltration trenches, drainage swales, and storm water management ponds.

5. The Developer is to provide access for inspection and maintenance of storm water management infrastructure. Restrictions will be placed on lot lines as needed to limit fences and landscaping to insure access.
6. Development requires a National Pollutant Discharge Elimination System
7. (NPDES) Phase II General Storm Water Permit for Construction Activity from Minnesota Pollution Control Agency (MPCA). A prerequisite to the MPCA permit application includes preparation of a site Storm Water Pollution Prevention Plan (SWPPP) for the development site.
8. A 6-foot concrete sidewalk must be located on the east side of Street A, and the south side of 111th Lane NE, 112th Ave NE and 112th Lane NE. A 6-foot concrete sidewalk must also be constructed along the south side of 113th Avenue.
9. Construction contract documents shall include a mass (rough) grading, erosion protection, sediment control, development, utilities, roadway, and storm drainage plan sheets. Supporting wetland delineation report, geotechnical investigation report, soil boring logs, and hydrology report shall be included in the submittal for city review and approval.
10. The development plan shall indicate all structures will be protected from flooding.
11. CCWD permits are required prior to city approval of construction plans and specifications.
12. As-built surveys are required to verify structure elevations, custom grading requirements, and final lot grading elevations.
13. Park dedication is required for the 29 new lots being constructed at the rate of \$4,449 per unit, for a total park dedication fee of \$129,021 if paid in 2022. This amount must be paid prior to releasing the plat mylars for recording at Anoka County.
14. Developer is required to pay the sanitary sewer connection charges for each of the existing lots that are part of the proposed development. This charge must be paid prior to releasing the plat mylars for recording at Anoka County.
15. Developer to install grouped mailboxes with design and locations approved by city and US Postal Service.
16. Water and sanitary sewer availability charges (WAC & SAC) become due with each building permit at the rate established at the time the building permit is issued.
17. All development signage require separate review.
18. Each lot shall contain two front yard trees and one rear yard tree. Two of the trees must be 2.5 caliper inch overstory trees and the third tree may be a 2.5 caliper inch overstory tree or a 6 foot tall conifer tree. Corner lots require a fourth tree to be located in the corner side yard.

19. The existing homes must be demolished prior to release of the mylars for recording. Demolition permits are required.

20. Execution and recording of a Development Agreement, which sets forth in greater detail the plat conditions as well as other responsibilities for the development of this plat.

Motion by Commissioner Olson to recommend approval of Planning Case 21-0077C a conditional use permit to allow for the construction of 29 single family homes in a DF (Development Flex) zoning district based on the following conditions:

Case 21-0077C:

Single Family - DF Development Standards

Permitted Uses

1. Single-family detached dwellings.
2. Group family daycare.

Accessory Uses

1. Private attached garages - one detached accessory structure, with area less than 120 square feet, will be permitted.
2. Private swimming pools/meeting the requirements of Blaine Municipal Code Section 6-121.
3. Keeping of not more than two (2) boarders and/or roomers per dwelling unit.

Conditional Uses

1. Home occupations listed as Conditional Uses in Section 33.11. of the Zoning Code.

Standards

1. Front yard setback - 25 feet
2. Side yard setback - 7.5 feet
3. Corner side yard setback - 20 feet.
4. Rear yard setback - 30 feet
5. Maximum building height - 2 1/2 stories or 35 feet.
6. It shall be required for all single-family dwellings that there be an attached garage constructed of a minimum of four hundred (400) square feet, with no dimension less than 20 feet. Total garage space shall not exceed one thousand (1,000) square feet. Detached garages or accessory storage buildings above 120

square feet are not permitted. One detached accessory storage building below 120 square feet is permitted provided it meets 5-foot side and rear yard setbacks and be located within the rear yard.

7. The minimum finished floor area above grade for all homes shall be 1,300 square feet.

8. All homes shall have a minimum depth and width of 24 feet.

9. All homes to be constructed are to be consistent in architecture, materials and style with the drawings/elevations attached to this CUP. Developer to establish criteria to ensure that adjacent single-family homes built within the development do not have the same exterior color or architectural elevations.

10. All residential dwellings must be built in conformance with the current edition of the Minnesota State Building Code.

11. Driveways shall not be constructed closer than 3 feet to the property line. All driveways and approaches shall be hard surfaced using concrete, bituminous asphalt or other city approved material that is consistent in durability and quality.

12. It shall be required that all yards of a new single-family dwelling be sodded over a minimum of 4 inches of topsoil (black dirt containing not more than 35 percent sand). Yards may be seeded over 4 inches of black dirt if underground irrigation is installed with the home.

13. Each lot shall contain two front yard trees and one rear yard tree. Two of the trees must be 2.5 caliper inch overstory trees and the third tree may be a 2.5 caliper inch overstory tree or a 6 foot tall conifer tree. Corner lots require a fourth tree to be located in the corner side yard.

14. Developer to execute and record, where deemed appropriate by the city engineer, with the sale of single family lots, an affidavit indicating to homebuyers that the soils located in the rear and side yards of the single family lots have not been corrected to accommodate general building construction or pools and that additional effort may be required, by the homeowner, to stabilize those soils before additional construction could occur.

15. All development entrance signage by separate permit review.

Motion seconded by Commissioner Villella. The motion passed 5-0.

Aye: 5 - Chair Ouellette, Olson, Commissioner Halpern, Deonauth, and Villella

Chair Ouellette noted this would be on the agenda of the January 3, 2022 city council meeting.

4.-5

Attachments: [Zoning Ordinance](#)
 [Unapproved PC Minutes 121421](#)

The report to the planning commission was presented by Elizabeth

Showalter, Community Development Specialist. The public hearing for Case File 21-0080 was opened at 7:54PM. As no one wished to appear, the public hearing was closed at 7:54PM.

Motion by Commissioner Halpern to recommend approval of Planning Case 21-0080 amendments to the Blaine Zoning Ordinance based on the following rationale:

Case 21-0080:

1. Routine updates to the Zoning Code facilitate the code remaining current.
2. The changes being proposed will improve the clarity of the code, address situations the code does not cover, and ensure that current interpretations are reflected in the code.
3. The changes continue to promote the health, safety and welfare of the residents, property owners and businesses within the City of Blaine.

Motion seconded by Commissioner Olson. The motion passed 5-0.

Aye: 5 - Chair Ouellette, Olson, Commissioner Halpern, Deonauth, and Villella

Chair Ouellette noted this would be on the agenda of the January 3, 2022 city council meeting.

Other Business

Chair Ouellette presented Commissioner Sam Villella with a plaque and thanked him for his dedicated service on the planning commission.

Adjournment

Adjournment time was 7:56PM.

Motion by Commissioner Villella to adjourn the regular planning commission meeting. Motion seconded by Commissioner Deonauth. The motion passed 5-0.