



# City of Blaine Anoka County, Minnesota Minutes - Final

10801 Town Square Drive  
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.*

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Tuesday, July 14, 2015

7:00 PM

Council Chambers

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### 1. Roll Call

The Blaine Planning Commission met in the City Hall Chambers on Tuesday, July 14, 2015. Chair Ouellette called the meeting to order at 7:00 p.m.

Staff Present: Shawn Kaye, Associate Planner  
Erik Olson-Williams, Planning Intern  
Dan Schluender, Assistant City Engineer

**Present:** 7 - Chair Ouellette, Homan, York, Goracke, Bergstrom, Olson, and Ponds

### 2. Approval of Minutes

[TMP 15-0391](#)

Approval of June 9, 2015 Planning Commission Minutes

**Motion by Commissioner York to approve the minutes of June 9, 2015, as presented. Motion seconded by Commissioner Homan. The motion passed 7-0.**

**Aye:** 7 - Chair Ouellette, Homan, York, Goracke, Bergstrom, Olson, and Ponds

### 3. Old Business

None.

### 4. New Business

#### 4.1 [RES 15-132](#)

GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR EXTERIOR STORAGE IN AN I-2 (HEAVY INDUSTRIAL) ZONING DISTRICT AT 9250 ISANTI STREET NE. MIDWEST CATV, INC.

(CASE FILE NO. 15-0040/EOW)

The report to the Planning Commission was presented by Erik Olson-Williams, Planning Intern. The public hearing for Case File 15-0040 was opened at 7:06 p.m. As no one wished to appear, the public hearing was closed at 7:06 p.m.

Chair Ouellette supported the request.

**Motion by Commissioner Goracke to recommend approval of Planning Case 15-0040 based on the following conditions:**

**Case 15-0040:**

1. **The applicant must obtain a certificate of occupancy from the City prior to occupying the building.**
2. **The applicant is to submit a site plan application, a site improvement performance agreement and a financial guarantee for any work to be done on the site prior to issuance of a certificate of occupancy.**
3. **Outside storage must be limited to 12-feet in height.**
4. **No materials are to be stored outside of the proposed storage area.**
5. **There shall be no outside storage of anything that is not listed in the narrative attached to this item.**
6. **All portable storage on the site is to be removed.**
7. **All lighting on the site must meet the requirements of the zoning ordinance and must be downlit and shielded.**
8. **All signage (permanent and temporary) is issued under a separate permit.**
9. **A fence permit is required prior to construction of the proposed fencing.**

**Motion seconded by Commissioner Bergstrom. The motion passed 7-0.**

**Chair Ouellette noted this would be on the agenda of the August 6, 2015 City Council meeting.**

**Aye:** 7 - Chair Ouellette, Homan, York, Goracke, Bergstrom, Olson, and Ponds

#### **4.2** [RES 15-133](#)

**GRANTING PRELIMINARY PLAT APPROVAL TO SUBDIVIDE 7.81 ACRES INTO 45 DETACHED SINGLE FAMILY LOTS AND FOUR (4) OUTLOTS TO BE KNOWN AS PARKSIDE NORTH 3RD ADDITION AT 122ND AVENUE NE/WOODLAND PARKWAY. PARKSIDE NORTH LLC. (CASE FILE NO. 15-0041/SLK)**

The report to the Planning Commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 15-0041 was opened at 7:10 p.m.

Jim Drieman, 4650 125th Ave NE, explained he owned the 15 acres to the east of the project site. He has lived at this location for the past 30 years. He commented that he was getting water in his backyard and he had cause for concern of how the development of the proposed site would impact his property. He questioned how his property would handle additional water runoff and wanted to be ensured that the project had sufficient storm ponding.

Chair Ouellette asked if any grading has occurred on this site. Mr. Drieman indicated no grading has occurred to date. He stated the area did have a new road, which was two to three feet higher than was anticipated.

Assistant City Engineer, Dan Schluender discussed the grading plans for the site noting the entire parcel would be graded. He then provided comment on how the site would drain to the south, away from Mr. Drieman's property.

The public hearing was closed at 7:15 p.m.

Don Jensen, representative of the applicant, thanked staff for the thorough report. He explained that the dewatering permit may have some water heading to the north at this time, but would be heading to the south after the grading work was completed. He commented that the development would be a blend of housing types for first time home buyers.

Commissioner Goracke asked how much the association fee would be per townhome unit. Mr. Jensen indicated the expense would be \$90 to \$110 per month, which would include garbage, snowplowing and yard maintenance expenses.

Commissioner Olson inquired if homeowners would have to maintain the exterior of their units. Mr. Jensen reported that homeowners would be responsible for the exterior of their units but the association would have buying power.

Commissioner York questioned if the grading plan would fully address the concerns of Mr. Drieman.

Assistant City Engineer, Dan Schluender reported that Mr. Drieman's issue was to the east side of his property and occurred after the development of a neighboring parcel.

Mr. Jensen believed that the proposed grading plan would address Mr. Drieman's concerns.

**Motion by Commissioner Olson to recommend approval of Planning Case 15-0041A the preliminary plat to subdivide 7.81 acres into 45 detached single family lots and 4 outlots to be known as Parkside North 3rd Addition based on the following conditions:**

**Case 15-0041A:**

1. Park dedication will be due with the final platting of the forty five (45) lots at the 2011 rate of \$2,535 per lot. The total payment of \$114,075 will be applied as a credit against the original \$1.4 Million that was owed by the City for the purchase of the Lexington Athletic Complex property.
2. The size of site being graded requires a National Pollutant Discharge Elimination System (NPDES) permit from Minnesota Pollution Control Agency.
3. A development plan must be submitted for City approval prior to issuance of the first building permit. The development plan must indicate that all structures will be protected from flooding. A rough grading and sediment control plan must be submitted for City approval prior to work being performed on site. Erosion control and tree preservation details shall be included on the grading plan. Lot grading to be consistent with the approved master grading plan for the Parkside North development.
4. Rice Creek Watershed District permit is required prior to the approval of grading.
5. The developer shall process a Letter of Map Change with FEMA prior to issuance of building permits within the unnumbered A-Zone on the FEMA flood map. Developer shall provide all FEMA paperwork and structure as-built surveys to homeowners at time of lot closing.
6. Developer is responsible for following through with FEMA as necessary to receive final FEMA documents and to provide those documents to the homeowners, and to record the final documents on the certificate of title for each parcel in the development.
7. As-built surveys will be required to verify structure elevations and lot grading for each structure constructed.
8. The developer will be responsible for installation of sanitary sewer, trunk main, storm drainage improvements, streets with concrete curb and gutter, streetlights, mailboxes, sidewalks, traffic control signs, street signs, and all appurtenant items. Plans and specifications must be approved by the City prior to start of construction.
9. All Private streets or alley can be constructed to a minimum of 22 feet in width if signed "No Parking". Private 24-foot wide streets can be parked on one side provided "NO PARKING FIRE LANE" signs are posted every 75 feet on the opposite side of the drive.
10. Standard utility and drainage easements must be dedicated along all lot lines and over drainage ditches, ponds, delineated wetlands, and storm water detention basins. Existing easements on underlying properties must be vacated before the plat is recorded. Developer to provide access to existing power lines in plat. The Developer is to provide access for maintenance of storm water detention basins. Restrictions will be placed on lots as needed to limit fences and landscaping to insure access.

11. Developer to require homeowner’s associations to be responsible for maintenance and upkeep of all utilities, streets, storm drainage improvements, infiltration basins, driveways and landscape improvements in the development. Developer shall provide documentation to the homeowner’s association, with copies to the City, about maintenance procedures for the improvements.

12. Developer to install grouped mailboxes with design and locations approved by City and US Postal Service. Maintenance of the mailboxes to be the responsibility of the homeowner’s association.

13. Standard water and sanitary sewer access charges (WAC & SAC) become due with each building permit at the rate established at the time the building permit is issued. WAC payments that are paid with each building permit will be reimbursed to the Developer as part of the original \$1.4M owed by the City for purchase of the land for the Lexington Athletic Complex.

14. All development signage by separate review.

15. Landscaping for Parkside North 3rd Addition common areas and along the streets to be completed as shown on the approved Site Plan.

16. The landscape plan to be approved through a site plan approval process.

Motion by Commissioner Olson to recommend approval of Planning Case 15-0041B the conditional use permit to allow for construction of 45 detached single family townhomes in a DF (Development Flex) zoning district at 122nd Avenue NE/Woodland Parkway based on the following conditions:

Case 15-0041B:

The Parkside North 3rd Addition -Single Family - DF Development Standards

**Permitted Uses**

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

**Accessory Uses**

- 1. Private 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 fewer than 33.11.

**Standards**

1. **Front yard setback - 20 feet for house (from back of curb)  
22 feet for garage (from back of curb)**
2. **Side yard setback - 6.5 feet (13 feet between structures)  
22.5 feet for south side of pre-plat Lot 10, Block 4; and Lot 3, Block 5.**
3. **Corner side yard setback - 25 feet for homes adjacent to Woodland Parkway.  
20 feet for house (from back of curb) adjacent to private drive.**
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. Accessory storage buildings below 120 square feet must meet 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 1,326 square feet. All homes shall have a minimum depth and width of 24 feet.**
8. **All homes to be constructed utilizing pre-approved exterior materials, roof pitches and elevations. All house exteriors to utilize maintenance-free materials to the extent possible. All house exteriors to provide enhanced window fenestration. Care to be taken to utilize a variety of home styles, front elevations and colors to provide maximum housing variety within each neighborhood. 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.**
9. **The rear elevations of all homes adjacent to Woodland Parkway/122nd Avenue to have windows with a 4 inch trim board.**
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).**
13. **All yards to have full underground irrigation.**
14. **Each lot shall contain one front yard tree and one boulevard tree with a**

minimum of 2½-inch caliper. One of the required trees may be an ornamental tree. Corner lots shall each have one additional boulevard tree.

15. No side patio or entrance doors other than the front door are permitted except on those lots that have additional side yard area.

16. Developer to execute and record, with the sale of each single family lot, 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.

17. All outlots to be maintained by the Homeowners Association.

18. The landscape plan to be approved through a site plan approval process.

Motion seconded by Commissioner York. The motion passed 7-0.

Chair Ouellette noted this would be on the agenda of the August 6, 2015 City Council meeting.

Aye: 7 - Chair Ouellette, Homan, York, Goracke, Bergstrom, Olson, and Ponds

## Adjournment

Motion by Commissioner Goracke to adjourn the Regular Planning Commission meeting. Motion seconded by Commissioner Homan. The motion passed 7-0. Adjournment time was 7:23 p.m.

Aye: 7 - Chair Ouellette, Homan, York, Goracke, Bergstrom, Olson, and Ponds