



City of Blaine Anoka County, Minnesota Minutes

10801 Town Square Dr.
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

Tuesday, July 8, 2014

7:00 PM

Council Chambers

1. Call To Order
2. Approval of Minutes

June 10, 2014 Planning Commission Minutes

Attachments: [June 10, 2014 PC Minutes](#)

Motion by Commissioner King to approve the minutes of June 10, 2014, as presented. Motion seconded by Commissioner Homan. The motion passed 5-0 (Bergstrom and Lahti abstained).

3. Old Business
4. New Business

4.1 **Public Hearing Case File No. 14-0037 // Protofab Engineering
// 10004 Goodhue Street NE**

The applicant is requesting a conditional use permit to allow for a shared access drive with the adjacent lot to the north of this parcel.

The shared drive would be in the rear yard of the properties.

Attachments: Protofab - Attachments

Motion by Commissioner Goracke to recommend approval of Planning Case 14-0037 based on the following conditions:

Case 14-0037:

1. A shared access agreement will need to be provided for the shared access prior to issuance of a building permit.
2. Must meet the landscape requirements as spelled out by the site plan approval process with two (2) conifer trees and two (2) ornamental trees to be planted on the south side of the property in the area of the loading dock.
3. All disturbed areas are to be restored with 4" of topsoil and sodded.
4. All new and existing lighting must meet current ordinance requirements and must be downlit and shielded to prevent glare or spill.
5. Site plan approval is required prior to installation of new drive.

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

Chair Ouellette noted this would be on the agenda of the August 7, 2014 City Council meeting.

4.2

Public Hearing Case File No. 14-0036 // Woodland Development Corporation // Woodland Pkwy/Ghia Street NE

The applicant is requesting the following:

- a) Preliminary plat approval to subdivide 18.26 acres into 55 single family lots and 8 outlots to be known as Woodland Village 7th Addition.
- b) Conditional use permit to allow for construction of 55 single family homes in a DF (Development Flex) zoning district.

Attachments: [Woodland 7th - Attachments](#)

Motion by Commissioner Homan to recommend approval of Planning Case 14-0036A the preliminary plat to subdivide 18.26 acres into 55 single family lots and 8 outlots to be known as Woodland Village 7th Addition based on the following conditions:

Case 14-0036A:

1. The City may be required by Anoka County to share in the costs of future signal improvements to Lexington Avenue. The City will be required to cost share in these improvements and this amount will proposed to be assessed to benefitting parcels including those in the plat.
2. All private streets shall be constructed to 29 feet back to back of width. The Developer will need to maintain proper site distance along Woodland Parkway for traffic using Driveway E. Grading and landscape items in the site

line will need to meet the City's site distance maximum of 30" above the gutter line of the street. The Developer may wish to construct a cul-de-sac or other turn around for Driveway E at Woodland Parkway.

3. All streets will follow the Anoka County street name grid system.
4. Plans and specifications must be approved by the City prior to start of construction.
5. Street and utility extensions are required to the edge of the plat for each future connection to the adjacent parcels.
6. 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.
7. 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.
8. Development requires a National Pollutant Discharge Elimination System (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.
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 grading plan shall provide greater detail on protecting existing trees and providing additional information on adjacent property. Required storm water detention basins shall not be over sized for sand excavation, so that additional areas of trees can be saved. Storm pipes shall not be routed through tree preservation areas.
11. The development plan shall indicate all structures will be protected from flooding.
12. A twenty foot buffer strip shall be considered adjacent to wetland edges and shall be placed in an easement.
13. RCWD permit is required prior to City approval of construction plans and specifications.
14. The Developer shall process a Letter of Map Amendment with FEMA and shall provide all FEMA paperwork and structure as-built surveys to homeowners at time of lot closing. 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.

15. As-built surveys shall be required to verify structure elevations, custom grading requirements, and final lot grading elevations.
16. Development roadway drives and utilities (sanitary, water main, storm water management) outside of the public right-of-way shall be considered private and future inspections, operations, and maintenance shall be the responsibility of the homeowner's association.
17. Park dedication to be paid for 55 housing units at the rate in effect at the time of final plat.
18. Developer to require homeowner's associations to be responsible for maintenance and upkeep of landscape improvements along and within the right-of-way, Outlot B, E, and G.
19. Developer to submit a landscape plan for Outlots B, E, and G. Plan to be submitted and approved prior to City issuance of building permits. Outlot B, E, and G to be owned and maintained by the Homeowner's Association.
20. Outlots D and E to be maintained and owned by the homeowners association.
21. Outlots F and G to be maintained and owned by the homeowners association.
22. Developer to install grouped mailboxes with design and locations approved by City and US Postal Service.
23. Private streets 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.
24. Developer shall explore water source for landscape irrigation systems installed throughout the development including the possible use of created ponds, existing wells, or new wells as source of water supply with a moisture sensor installed.
25. 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.
26. All development signage by separate review.
27. 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.
28. 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 Woodland Village 7th Addition.

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

Motion by Commissioner Goracke to recommend approval of Planning Case

14-0036B the conditional use permit to allow for construction of 55 single family homes in a DF (Development Flex) zoning district based on the following conditions:

Case 14-0036B:

Single Family - DF Development Standards (55 units)

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 - 25 feet
2. Side yard setback - 7.5 feet for house and 5 feet for garage.
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. 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 as follows:
 - a. 1,500 square feet for single level/split level; 2,200 square feet for two-story home.

- b. 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 to be consistent with other homes currently being built within the development. Metal siding (.24 gauge minimum) and vinyl siding (.42 gauge minimum) can be used on all elevations. 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. All residential dwellings must be built in conformance with the current edition of the Minnesota State Building Code.
10. 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.
11. 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.
12. Each lot shall contain one front yard overstory tree and one boulevard overstory tree with a minimum of 2½-inch caliper. One of the required trees may be a conifer tree. Corner lots shall each have one additional boulevard tree.
13. All homes within 500 feet of Lexington Avenue, to incorporate the Noise Abatement Standards with Central Air conditioning to mitigate noise impacts.
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 unit foundations to have a minimum of 12 foundation plantings along front of home.
16. All lots shall have underground irrigation.
17. All entrance monument signage to be approved by a separate permit.
18. Developer to submit a landscape plan for Outlots B, E, and G. Plan to be submitted and approved prior to City issuance of building permits. Outlots B, E, and G to be owned and maintained by the Homeowner's Association.

19. A landscape plan be prepared for the 300 feet of frontage on Lexington Avenue that contains a minimum of 15 overstory deciduous trees and 30 conifer trees.

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

Chair Ouellette noted this would be on the agenda of the August 7, 2014 City Council meeting.

ADJOURNMENT

Motion by Commissioner Lahti to adjourn the Regular Planning Commission meeting. Motion seconded by Commissioner Homan. The motion passed 7-0. Adjournment time was 7:31 p.m.