



# City of Blaine Anoka County, Minnesota Minutes - Final

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.*

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Tuesday, March 14, 2017

7:00 PM

Council Chambers

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### 1. Roll Call

The Blaine Planning Commission met in the City Hall Chambers on Tuesday, March 14, 2017. Chair Ouellette called the meeting to order at 7:00 p.m.

Staff Present: Shawn Kaye, Associate Planner  
Bryan Schafer, Community Development Director  
Tom Scott, Project Coordinator  
Dan Schluender, Assistant City Engineer

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

### 2. Approval of Minutes

[TMP 17-0112](#)

Approval of January 10, 2017 Planning Commission Minutes

**Motion by Commissioner York to approve the minutes of January 10, 2017, as presented. Motion seconded by Commissioner Halpern. The motion passed 6-0-1 (Homan abstained).**

**Aye:** 6 - Chair Ouellette, Commissioner York, Commissioner Goracke, Commissioner Olson, Commissioner Ponds, and Commissioner Halpern

**Abstain:** 1 - Commissioner Homan

### 3. Old Business

None.

None.

### 4. New Business

**4.1**    [RES 17-041](#)

GRANTING PRELIMINARY PLAT APPROVAL TO SUBDIVIDE 2.93 ACRES (6 EXISTING LOTS) INTO 18 LOTS AND ONE COMMON LOT TO BE KNOWN AS ASPEN VILLAGE TOWNHOMES, LOCATED AT 9103 LEXINGTON AVENUE NE. ASPEN GARDEN HOLDINGS, LLC. (CASE FILE NO. 17-0005/SLK)

The report to the Planning Commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 17-0005 was opened at 7:08 p.m.

RoseAnn Flor, 9052 Jackson Avenue in Lexington, stated she was present on behalf of her father. Her father wanted to make the developer aware of a large pile of tires that had been abandoned by the pond that would need to be removed.

The public hearing was closed at 7:09 p.m.

**Motion by Commissioner Goracke to recommend approval of Planning Case 17-0005A a Preliminary Plat approval to subdivide 2.93 acres (6 existing lots) into 18 lots and one common lot to be known as Aspen Village Townhomes, based on the following conditions:**

**Case 17-0005A:**

1. **Park dedication will be required for the 18 new units being proposed at the rate in effect at the time of Final Plat Approval. The 2017 park dedication rate is \$4,114 per unit. A total of \$74,052 is due prior to release of final plat mylars for recording purposes at Anoka County.**
2. **Anoka County review of development is required.**
3. **Sanitary Availability Charges (SAC) and sanitary usage fees shall be paid to the City of Blaine. A permit from the Met Council for sewer connection must be issued prior to plan approval by the City.**
4. **Water Availability Charges (WAC) and water usage fees shall be paid to the City of Lexington. WAC fees shall be based on the City of Blaine's rate. Water usage fees shall be based on the City of Lexington's rates. A permit from the City of Lexington and the Anoka County Highway Department for the south water connection must be issued prior to plan approval by the City.**
5. **Existing storm sewer easement will need to be vacated prior to building permits issued for the north building. Private connections to the existing storm sewer are not allowed.**
6. **A Rice Creek Watershed District permit is required prior to plan approval by the City.**
7. **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 Aspen Village Townhomes.**

**Motion by Commissioner Goracke to recommend approval of Planning Case 17-0005B a Conditional Use Permit to allow for construction of five attached multi-family townhome buildings with a total of 18 units in a DF (Development Flex) zoning district based on the following conditions:**

**Case 17-0005B:**

1. Site plan approval is required prior to any work beginning on site. In order to receive site plan approval, the developer will need to submit acceptable plans, a site improvement performance agreement and a financial guarantee that covers the cost of the exterior improvements on site. This financial guarantee for the cost of the site work must be in the form of 10% cash and the remainder of cost must be covered by an acceptable bank issued Letter of Credit.

2. All landscaping on site must be installed as shown on the drawings attached to this report. Underground irrigation must be provided for the entire site. The following landscaping is required on site:

Overstory Trees:	18
Conifer Trees:	18
Ornamental Trees:	18

3. All exterior building elevations must be constructed as shown on the drawings attached to this report. The buildings to be constructed of stone, glass and cement board siding on the front elevation. The side and rear elevations may have vinyl siding.

4. All signage is issued under a separate permit.

5. SAC and WAC payments will be due prior to issuance of first building permits for each building.

6. The buildings construction and components to meet the Noise Abatement Standards outlined by Zoning Section 33.22 based on the site's proximity to Lexington Avenue.

7. Rice Creek Watershed review and permit is required prior to any activity occurring on site.

8. Building floor elevations must meet the requirements in the City's Comprehensive Water Resource Management Plan.

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

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

Chair Ouellette noted this would be on the agenda of the April 6, 2017 City Council meeting.

**4.2**     [RES 17-043](#)

**GRANTING PRELIMINARY PLAT APPROVAL TO SUBDIVIDE 93.6 ACRES INTO TWO (2) LOTS AND ONE (1) OUTLOT TO BE KNOWN AS INDEPENDENT SCHOOL DISTRICT 16, LOCATED AT**

DAVENPORT STREET NE/105TH AVE NE. NATIONAL SPORTS CENTER AND SPRING LAKE PARK SCHOOL DISTRICT NO. 16. (CASE FILE NO. 17-0006/BKS)

The report to the Planning Commission was presented by Bryan Schafer, Community Development Director. The public hearing for Case File 17-0006 was opened at 7:14 p.m.

Amy Schultz, Spring Lake Park School District #16 representative, thanked staff for the thorough presentation. She explained the City of Blaine was continuing to grow and she discussed why the school district had selected the proposed site. She indicated the school district would be saving \$3.1 million by not having to construct ballfields given the fact the site was adjacent to the National Sports Center. She noted both parking and traffic studies were completed.

Paul Aplikowski, architect for the project, reviewed the conditions for approval with the Commission and how the School District had worked to comply with the City's requests. He noted the building had been moved 15 feet in order to provide property right-of-way. He reported the National Sports Center had provided a separate addressing several of the conditions. He provided further comment on the traffic study and noted peak traffic times for the property. He requested the access point to the staff parking lot remain in place to allow for a separation of bus and vehicle traffic for children safety.

Chair Ouellette questioned how many students would occupy this building.

Ms. Schultz reported the school district was planning for 650 students.

Chair Ouellette commented on the amount of traffic that would be entering and exiting the school. He asked how many busses would be entering this property on a daily basis.

Ms. Schultz estimated 11 to 14 full sized busses and four to seven special education busses. She reported these numbers would be finalized after ridership was determined. She noted the building would have 60 staff members. She provided further comment on how traffic would flow through the school property internally.

Mr. Aplikowski explained the independent traffic engineer has reported the school would not be adding a significant amount of traffic at peak rush hour times.

Chair Ouellette stated he had a real hard time with the existing level of traffic along Davenport Street at 105th Avenue and feared how the school would further aggravate this situation.

The public hearing was closed at 7:32 p.m.

Commissioner Goracke questioned if any new staff members would be hired for the new school.

Ms. Schultz explained custodians and food service staff would be added to the district but anticipated a number of teachers would be relocated to the new school.

Commissioner Goracke stated he had many of the same concerns as Chair Ouellette regarding the traffic concerns at Davenport Street and 105th Avenue. He requested further information on the traffic study.

Assistant City Engineer, Dan Schluender reported the traffic study considered peak traffic times for the school starts and stops. He understood Davenport Street currently had queuing issues.

Ms. Schulz understood there were traffic concerns in this area. She explained the right-in, right-out could be changed to an exit only to alleviate some of the Commission's concerns.

Commissioner Olson believed there were existing schools within the district with more traffic concerns than the proposed school. She supported the right-in, right-out becoming an exit only.

Commissioner Halpern asked if the City had received approval on the 105th Avenue plan.

Assistant City Engineer, Dan Schluender reported the City had not yet received approval from the State. It was the City's hope they would receive the green light along with funding in May of 2017. If this were to occur the project would begin later this year and would continue into 2018.

Chair Ouellette inquired if the signal timing could be adjusted to address the traffic concerns in the area.

Assistant City Engineer, Dan Schluender explained the timing was pretty well maxed out for the east-west and north-south motions.

Chair Ouellette asked if the ballfields would be fenced.

Mr. Aplikowski reported a fence would only be constructed around the early childhood development play area.

Commissioner Goracke believed the school building itself was very nicely done. He was pleased the school district had done their research and would

be saving the tax payers millions of dollars.

Chair Ouellette requested staff comment regarding the issues the project had with the National Sports Center.

Community Development Director, Bryan Schafer provided further comment on the outstanding concerns with the National Sports Center and noted the biggest concern was access to 105th Avenue. He noted the property did have assessment issues that would have to be resolved between the NSC and the City.

Commissioner Olson questioned how staff would address the conditions the applicant did not support.

Community Development Director, Bryan Schafer explained there were only two conditions within the Conditional Use Permit that were a concern. He noted the driveway location and potential access would have to be further discussed if the applicant desired changes prior to this item being reviewed by the City Council in April.

**Motion by Commissioner Olson to recommend approval of Planning Case 17-0006A a Preliminary Plat to subdivide 93.6 acres into two (2) lots and one (1) outlot to be known as Independent School District 16, based on the following conditions:**

**Case 17-0006A:**

1. The plat and site plan to include the dedication of an additional 20-foot of r-o-w along the entire west side of the site (Davenport corridor).
2. NSC to provide a narrative that contains the terms of a mining-pit closure plan. Provide specifics on when the City should expect complete closure and what the key steps will be in that process.
3. The site plan to show the removal of the proposed north driveway for the new parking lot at the southwest corner of the NSC site.
4. No subsequent permits for building expansion or building remodeling that generates increased parking demand will be approved for the south campus unless there are sufficient parking stalls added to support the expanded use or it is adequately justified and determined by the City that current parking is sufficient.
5. Park dedication for Lot 1 (the school site) will be calculated at the commercial rate of \$8,704/per acre and applied to the developed portion of Lot 1 (estimated at 5.1 acres).
6. Hauling of fill either in or out of the sand mining pit site will not be allowed to utilize 105th Avenue as a hauling access once the City begins work on 105th. The City will notify the NSC in writing 30 days prior to that date and will gate off the access at the end of the 30-day period. The NSC will need to have an alternate access plan approved by the City at that time.

7. The NSC Campus Master Plan (which is to be completed this fall) should examine pedestrian access between the two campus locations and include, among the possible solutions, how a pedestrian overpass above 105th might be incorporated into the NSC facility. The plan would also include details on how pedestrians will be directed to use the overpass.
8. The existing levied assessments for Davenport Street will need to be paid or otherwise addressed as part of the lease agreement for the softball wheel prior to release of the plat for recording.
9. The site and landscape plan for the new SW parking area to meet the 25-foot setback from the new right-of way line and Performance Standards Section 33.08.
10. The minimum lot size in the RR (Regional Recreation) zoning district is five (5) acres. Any outlot that is platted with less than five (5) acres may not be allowed in the future to be re-platted or issued a building permit.
11. The new SW area parking lot to be completed and ready for use no later than October 31, 2017.

Motion by Commissioner Olson to recommend approval of Planning Case 17-0006B a Conditional Use Permit to allow for a Pre-K thru 4th grade elementary school in an RR (Regional Recreation) zoning district, based on the following conditions:

**Case 17-0006B:**

1. The site plan should be modified to close/remove the northern most site driveway from Davenport St. The circulation plan will need to be modified to reflect the new bus circulation plan and site plan. This will reduce the bus trips on Davenport and reduce the conflicts at the north intersection with National Market Center and the queuing problems associated with these conflicts.
2. The gated driveway entrance on the south side of the parking area west of the school is too close to Davenport Street and should be relocated to the east and serve the east drive aisle of the parking lot so that it has a greater stacking distance from Davenport Street.
3. Provide a narrative on site grading for the school site including fill requirements, source of fill, timing; etc.
4. The landscape plan for the school site to meet Performance Standards Section 33.08.
5. Freestanding site lighting will be limited to not more than 20-feet in height.
6. School business signage, both wall-attached and freestanding, shall be by separate review and permit. The school, based on the revised plat with lot frontage on 105th Avenue, will be allowed two wall elevations.
7. WAC (Water Access Charge) and SAC (Sewer Access Charge) will be calculated and paid as part of building permit.

8. One freestanding sign will be allowed with maximum height of 10-feet and area not to exceed 80 square feet. An electronic reader board is permitted within those standards.
9. The addition of other non-school uses such as a church is not permitted by the RR zoning text.
10. A SIPA and financial guarantee to cover site improvements are required to be put in place prior to start of site work for either the school or new SW parking area.
11. Formal Site Plan Approval is required from the City prior to start of site work for either the school or the new SW parking area.
12. The new SW area parking lot to be completed and ready for use no later than October 31, 2017.
13. A Coon Creek Watershed (CCWD) Permit is required prior to start of site work.
14. This is a conditional use permit for a Pre-K thru 4th grade elementary on Lot 1 Block 1 only and does not provide any approval for a school on other NSC owned/controlled property. Any subsequent expansion of the school on Lot 1, Block 1 will require a CUP amendment.
15. The issuance of a Conditional Use Permit for an elementary school requires a separate code amendment that is being processed through the City. Any recommendation for approval of the CUP is contingent upon the code amendment being adopted by the City Council.

**Motion seconded by Commissioner Ponds. The motion passed 5-2 (York and Chair Ouellette opposed).**

**Aye:** 5 - Commissioner Homan, Commissioner Goracke, Commissioner Olson, Commissioner Ponds, and Commissioner Halpern

**Nay:** 2 - Chair Ouellette, and Commissioner York

Chair Ouellette noted this would be on the agenda of the April 6, 2017 City Council meeting.

#### **4.3 TMP 17-0088**

Public Hearing Case File No. 17-0007 // City of Blaine

The City is proposing a code amendment to the RR (Regional Recreation) zoning district to add Elementary School as a use allowed by Conditional Use Permit.

The report to the Planning Commission was presented by Bryan Schafer, Community Development Director. The public hearing for Case File 17-0007 was opened at 7:51 p.m. As no one wished to appear, the public hearing was closed at 7:51 p.m.

**Motion by Commissioner Goracke to recommend approval of Planning Case 17-0007 a Code Amendment to the RR (Regional Recreation) zoning district to**



add Elementary School as a use allowed by Conditional Use Permit, based on the following rationale:

Case 17-0007:

1. While not necessarily envisioned within the RR zoning, the addition of an elementary school use does not in and of itself pose any land use conflicts. Schools, like churches, are supported by a variety of zoning districts within the city from residential to retail and commercial zones.
2. Adding the use as a Conditional Use allows the City the review authority necessary to place appropriate conditions as provided by the CUP process.

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

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

Chair Ouellette noted this would be on the agenda of the April 6, 2017 City Council meeting.

## Other Business

Bryan Schafer, Community Development Director provided the Planning Commission with an update on the 2040 Comprehensive Plan update.

**Informational; no action required.**

## Adjournment

**Motion by Commissioner Homan to adjourn the Regular Planning Commission meeting. Motion seconded by Commissioner York. The motion passed 7-0. Adjournment time was 7:54 p.m.**

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