City of Blaine
Anoka County, Minnesota
Minutes
City Council

Blaine City Hall
10801 Town Sq Dr NE
Blaine MN 55449

This meeting will be a hybrid of Zoom and in-person. The Mayor has signed a declaration allowing members of the council, staff, and the public to attend the meeting remotely via Zoom as has been done during the COVID-19 pandemic.

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.

Please note that all visitors to city hall are required to wear a face mask while inside the building.

Public comments may be submitted prior to the meeting by sending an email to PublicComment@BlaineMN.gov or by calling 763-717-2782 no later than Noon on Monday, September 21. Public comment during the meeting will be taken both remotely via Zoom and in-person in the council chambers. Members of the public can join the Zoom webinar at, https://blainemn.zoom.us/j/98617282628

Monday, August 3, 2020 **7:30 PM** **Council Chambers and due to the COVID-19 pandemic, city meetings will also be held as virtual meetings**

1. CALL TO ORDER BY THE MAYOR

The meeting was called to order at 7:35 p.m. by Mayor Pro Tem Jeppson followed by the Pledge of Allegiance and the Roll Call. Due to the COVID-19 pandemic this hybrid meeting was held both virtually and in person.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; City Planner Lori Johnson; Public Works Director Jon Haukaas; Deputy Police Chief Dan Szykulski; Finance Director Joe Huss; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Patrick Sweeney; City Engineer Dan Schluender; Communications Technician Roark Haver; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

Present: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

Absent: 1 - Mayor Ryan

4. APPROVAL OF MINUTES

4.-1 RECENTLY HELD MEETINGS

Attachments: 07-13-20 Workshop Minutes
07-20-20 Closed Session - Pending Litigation
07-20-20 Workshop Minutes
07-20-20 Council Minutes

Moved by Councilmember Paul, seconded by Councilmember Hovland, that the Minutes of Workshop Meeting of July 13, 2020, Minutes of Closed Session – Pending Litigation Meeting of July 20, 2020, Minutes of Workshop Meeting of July 20, 2020, and the Minutes of the Regular Meeting of July 20, 2020 be approved.

A roll call vote was taken. Motion adopted. Councilmember Robertson abstained on the July 20, 2020 Closed Session – Pending Litigation meeting minutes due to her absence.

Aye: 5 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais and Councilmember Paul

Abstain: 1 - Councilmember Robertson

5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

5.-1 ACCEPT DONATIONS TO THE BLAINE POLICE DEPARTMENT

Deputy Police Chief Szykulski stated the police department has received a number of donations from members of the community who are requesting they be given to Blaine Police Department officers/staff. The list of donations was reviewed with the Council and he requested the Council accept the donations.

Councilmember Robertson thanked the community for their outpouring of support and stated she truly valued the Blaine Police Department.

Moved by Councilmember Robertson, seconded by Councilmember Garvais, that Resolution 20-105, "Accept Donations to the Blaine Police Department," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

6. COMMUNICATIONS

Mayor Pro Tem Jeppson encouraged all residents to get out and vote on Tuesday, August 11 for the Primary Election. City Clerk Sorensen explained the polls would be open for the Primary Election at 7:00 a.m. and close at 8:00 p.m then discussed options available for residents if they wish to vote early absentee.

7. OPEN FORUM

Mayor Pro Tem Jeppson opened the Open Forum at 7:42 p.m.

There being no input, Mayor Pro Tem Jeppson closed the Open Forum at 7:43 p.m.

8. ADOPTION OF AGENDA

The agenda was adopted as presented.

9. APPROVAL OF CONSENT AGENDA:

Moved by Councilmember Robertson, seconded by Councilmember Garvais, that the following be approved: A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

9.-1 **SCHEDULE OF BILLS PAID**

Attachments: 07/17/20 Bills Paid
07/17/20 Bills Paid - Subset
07/24/20 Bills Paid
07/24/20 Bills Paid - Subset

Approved

9.-2 **RECEIVE PETITION AND ORDER PUBLIC HEARING FOR VACATION OF DRAINAGE AND UTILITY EASEMENTS ON LOT 4, BLOCK 1, APRIL RIDGE 4TH ADDITION, VACATION NO. V20-05**

Attachments: Petition
PetSuites Drainage and Utility Exhibit

Adopted

10. 7:30 P.M. - PUBLIC HEARING AND ITEMS PUBLISHED FOR A CERTAIN TIME

None.

11. DEVELOPMENT BUSINESS

11.-1 **SECOND READING**

GRANTING A REZONING FROM FR (FARM RESIDENTIAL) TO DF (DEVELOPMENT FLEX) FOR 13.71 ACRES, LOCATED AT 860/880/910 113TH AVENUE NE. LENNAR CORPORATION (WICKLOW COVE) (CASE FILE NO. 20-0012/EES)

Attachments: Attachments
Public Comments

City Planner Johnson stated Lennar Corporation is proposing to develop 13.71 acres, consisting of three existing lots on the south side of 113th Avenue for the purpose of constructing 40 single family homes on this property. Lennar's request includes a rezoning, a preliminary plat and a conditional use permit. This proposal is very similar to Wicklow Woods which Lennar received approval for in 2018 and is located further east on the south side of 113th. Wicklow Woods is nearing completion with most lots completed and the remaining lots with homes under construction. Currently, the property has an existing zoning designation of FR (Farm Residential) and is guided in the Comprehensive Plan as LDR (Low Density Residential). The property is within the MUSA (Metropolitan Urban Service Area)

which indicates it is intended to be served with city sewer and water. The project zoning is proposed to be DF (Development Flex) to cover the residential uses. With the DF zoning, housing products and neighborhood design issues will require and be regulated by a Conditional Use Permit (CUP).

Councilmember Paul asked if the developer was meeting the City's tree preservation requirements. Ms. Johnson reported the developer was meeting the tree preservation requirements.

Councilmember Robertson commented trees have been a concern for the surrounding neighbors and she understood Lennar has discussed the grading on the site. She questioned if the proposed tree replacement exceeded the City's requirements. Ms. Johnson discussed the City's tree replacement standards and noted developers were required to plant two trees per lot. She indicated Lennar would be planting three trees per residential lot within this development.

Councilmember Robertson stated she wished there was a better compromise for this development given the high level of feedback the City has received regarding the tree buffer. She explained she has heard these voices and suggested the Council have dialogue in the future regarding the City's tree preservation policy.

Councilmember Garvais explained he wanted the City to be cognizant of the water runoff from this development and wanted assurance that water from this development would not impact surrounding properties.

Moved by Councilmember Garvais, seconded by Mayor Pro Tem Jeppson, that Ordinance No. 20-2452, "Granting a Rezoning from FR (Farm Residential) to DF (Development Flex) for 13.71 Acres located at 860/880/910 113th Avenue NE," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

11.-2

GRANTING PRELIMINARY PLAT APPROVAL TO SUBDIVIDE APPROXIMATELY 13.71 ACRES INTO 40 LOTS AND ONE OUTLOT TO BE KNOWN AS WICKLOW COVE, LOCATED AT 860/880/910 113TH AVENUE NE. LENNAR CORPORATION (CASE FILE NO. 20-0012/EES)

Ms. Johnson requested the Council approve a Preliminary Plat for Wicklow Cove. It was noted this plat is proposed to connect to Alexander Woods, which was reviewed by the Planning Commission at its June meeting. The developments will share a street and need to coordinate for utility access. The development provides a

street connection to the west for future development. A ghost plat has been provided demonstrating how the two remaining larger parcels to the west could be developed and this plan helps the City and landowners understand where street connections can and should occur. Sidewalks are proposed for one side of all of the internal streets in the development but sidewalks are not shown for the south side of 113th Avenue but required to connect to existing sidewalk.

Moved by Mayor Pro Tem Jeppson, seconded by Councilmember Garvais, that Resolution No. 20-107, "Granting Preliminary Plat Approval to Subdivide Approximately 13.71 Acres into 40 Lots and One Outlot to be known as Wicklow Cove located at 860/880/910 113th Avenue NE," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

11.-3

GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR THE CONSTRUCTION OF 40 SINGLE FAMILY HOMES IN A DF (DEVELOPMENT FLEX) ZONING DISTRICT, LOCATED AT 860/880/910 113TH AVENUE NE. LENNAR CORPORATION (WICKLOW COVE) (CASE FILE NO. 20-0012/EES)

Ms. Johnson stated the conditional use permit is necessary to set up the standards of development in the DF (Development Flex) zoning district. It was noted Lennar is proposing single family homes comparable in size to Wicklow Woods, which is a smaller product targeted to first time homebuyers. The homes range from 1,325 to 2,600 square feet and are anticipated to have sale prices ranging from $350,000-$400,000.

Councilmember Paul encouraged staff to work with the developer to ensure there were no problems with the developer destroying property outside the City's right-of-way. Ms. Johnson explained staff does its best to maintain normal business practices and addresses problems when they arise.

Moved by Councilmember Garvais, seconded by Councilmember Paul, that Resolution No. 20-108, "Granting a Conditional Use Permit to Allow for the Construction of 40 Single Family Homes in a DF (Development Flex) Zoning District located at 860/880/910 113th Avenue NE," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

11.-4

FIRST READING

GRANTING A REZONING FROM R-1AA (SINGLE FAMILY) TO DF (DEVELOPMENT FLEX) FOR APPROXIMATELY 12.75 ACRES AT THE NORTH END OF XYLITE STREET NE. NEWMARK HOMES INC. (WOODS AT QUAIL CREEK 5TH ADDITION) (CASE FILE NO. 20-0020/LSJ)

Attachments: Attachments

Public Comments

Ms. Johnson stated the applicant, MG Main Street Properties, is proposing to plat the 12.75 acres just north of the Woods at Quail Creek 4th Addition into 19 single family lots. The property is currently zoned R-1AA (Single Family) as this property was platted as an outlot of the Quail Creek 10th Addition to the north, which has the same zoning designation. It has always been envisioned that this plat would be brought forward and development would occur in this area. MG Main Street Properties also developed Woods at Quail Creek 4th Addition. Since this property has a different zoning designation from the other Woods at Quail Creek plats, it is necessary to process a rezoning application for this plat. The new zoning would be DF (Development Flex) so the zoning of all of the Woods at Quail Creek plats are consistent with one another. This is also the zoning district that is utilized the most for new developments.

Councilmember Robertson questioned if there was plans to mitigate some of the new traffic that will be generated. Ms. Johnson explained this connection has been planned by the City since the creation of the Woods at Quail Creek 1st Addition. She discussed how traffic moves through the Quail Creek developments and noted no stop signs were being considered.

Councilmember Robertson stated she understood this may have always been the City's plan but she would like the Council and staff to discuss these matters given the fact new traffic concerns may arise from when the original plans were put in place. City Engineer Schluender explained staff has been monitoring traffic in this area and staff will continue to monitor the neighborhood after the connections are made.

Declared by Mayor Pro Tem Jeppson that Ordinance No. 20-2453, "Granting a Rezoning from R-1AA (Single Family) to DF (Development Flex) for Approximately 12.75 Acres at the North End of Xylite Street NE," be introduced and placed on file for second reading at the August 17, 2020 Council meeting.

11.-5

GRANTING A CONDITIONAL USE PERMIT AMENDMENT FOR AN EXPANSION OF A PARKING LOT ASSOCIATED WITH A TRUCK TERMINAL IN AN I-2A (HEAVY INDUSTRIAL) ZONING DISTRICT,

LOCATED AT 3686 FLOWERFIELD ROAD NE. SERVICE PLUS TRANSPORT (CASE FILE NO. 20-0023/LSJ)

Attachments: Attachments

Ms. Johnson stated Service Plus Transport is currently located at 3686 Flowerfield Road. A conditional use permit was granted for this property in 1988 for Blaine Truck Company to operate a truck terminal at this location. This use has been continued throughout the years, and in 2000, Magnum Trucking, who owned the site at the time, applied for a conditional use permit to expand their operation with a building addition and additional parking areas for semi-trucks. This expansion received a conditional use permit but the building addition was never constructed. Today, Service Plus Transport is the current owner and the business would like to expand its parking area on the site that they currently own to the east of their existing site. This requires a conditional use permit amendment. Service Plus Transport offers direct transport service. At this time, they are not looking to expand their number of trucks on site, they are simply looking to provide better circulation for the trucks that they do have. Technically, this site would be considered legal nonconforming because the Zoning Ordinance requires that any truck terminal operation must also have a 50,000 square foot building on site. Given that this work is simply considered maintenance, this site does not need to be brought into conformance with the ordinance with the parking lot expansion.

Ms. Johnson reported right now, the Service Plus Transport facility encompasses two lots, but will encompass three lots after the parking lot expansion. The three lots will need to be combined at Anoka County prior to any work being performed on site. The site on which the parking lot will be expanded had many existing trees that were removed. Staff was disappointed to learn that these trees were removed in anticipation of this project prior to any approval from the city. That area was a little over 1 acre in size and the city's tree preservation requirements indicated that for every acre of trees removed, 8 trees must be replaced. The landscape plan for the site indicates that the overall existing site has a lot of large mature trees and normal landscape requirements are being met on the existing site. It is recommended that the 8 new trees be conifer trees and all 8 of these trees must be placed along Flowerfield Road adjacent to the parking area. In addition, the existing berm along Flowerfield Road must be expanded to screen the new parking lot area on the east side of the site. The grading plan should be amended as such. The site exceeds the number of parking spaces required for an 8,871 square foot building that is on site. There are 25 new semi stalls and 10 regular stalls provided on the new site plan. The parking around on the west side of the site is also being reconfigured to accommodate 11 stalls for trailer parking.

Mayor Pro Tem Jeppson asked if staff has received any comments from the public

regarding this request. Ms. Johnson reported staff has not received any letters or emails.

Moved by Councilmember Swanson, seconded by Councilmember Garvais, that Resolution No. 20-109, "Granting a Conditional Use Permit Amendment for an Expansion of a Parking Lot Associated with a Truck Terminal in an I-2A (Heavy Industrial) Zoning District located at 3686 Flowerfield Road NE," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

11.-6

GRANTING FINAL PLAT APPROVAL TO SUBDIVIDE APPROXIMATELY 30 ACRES INTO 46 LOTS AND 5 OUTLOTS TO BE KNOWN AS ALEXANDER WOODS, LOCATED AT 113TH AVENUE NE AND POLK STREET NE. (CASE FILE NO. 20-0006/EES)

Attachments: Attachments

Ms. Johnson stated the preliminary plat subdivided 30 acres into 45 villas and 39 single family homes and the development will be known as Alexander Woods. Forty-six lots are proposed to be platted at this time, including 22 villa lots, 21 single family, and the three existing homes that will remain. The villa lots have a minimum width of 53 feet and the single family lots have a minimum width of 55 feet. Five outlots are shown including two for stormwater management and three for future development. Wicklow Woods, a recent development by Lennar, stubbed several streets in the direction of this development. Two properties, under common ownership, are located between Wicklow Woods and Alexander Woods, and a ghost plat has been provided showing how those properties could develop and connect to the streets on either side. The property to the west is currently proposed for development by Lennar. Tyler Street, on the north side of 113th Avenue, is located at the property line between Alexander Woods and the future Lennar subdivision (Wicklow Cove). A phasing plan and agreement between the two developers is needed to address the shared street. Two streets are proposed to connect to the developments to the south and create connections to 109th Avenue through the Creekside Village and Coopers Meadow.

Moved by Mayor Pro Tem Jeppson, seconded by Councilmember Garvais, that Resolution No. 20-110, "Granting Final Plat Approval to Subdivide Approximately 30 Acres into 46 Lots and 5 Outlots to be known as Alexander Woods located at 113th Avenue NE and Polk Street NE," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12. ADMINISTRATION

12.-1

ESTABLISH SMALL BUSINESS GRANT PROGRAM RELATED TO COVID-19

Community Development Director Thorvig stated cities across Minnesota are certifying their eligibility to receive federal Coronavirus Relief Fund (CRF) distributions. The fund, created by the Coronavirus Aid, Relief, and Economic Security (CARES) Act, is designed to provide economic help to entities struggling because of the COVID-19 pandemic. The City of Blaine is eligible for approximately $5 million in funding. City staff has been identifying various uses for the funds as it relates to the requirements set forth by the federal government. The city has also retained a consultant to assist in administering and providing guidance in the use of funds. Various uses of funds will be discussed by the city council over the next several weeks.

Mr. Thorvig reported one of the eligible uses of funds is providing grants to small businesses that have been impacted by the COVID-19 pandemic. Given the urgency to assist businesses, staff is proposing to establish criteria for a small business grant program as a first step in the overall spending of funds. Anoka County and most cities within the county are in the process of establishing grant programs. Anoka County is allocating $5 million in business grants and $1 million in non-profit grants. Staff is recommending the City dedicate $500,000 to the small business grant program with $250,000 made available immediately, and reserving $250,000 for a second round of grants later in the fall. Staff has reviewed the State of Minnesota, Anoka County and programs from other cities and have attempted to mirror criteria in the proposed program for Blaine. Staff reviewed the proposed eligibility and general criteria and recommended approval of the Small Business Grant Program. It was noted this program would replace the previously approved City program in order to preserve EDA funds.

Councilmember Paul questioned if the City would be reimbursed for COVID related expenses. Mr. Thorvig reported the City would use CARES Act dollars, separate from this program, to reimburse itself for COVID related expenses.

Moved by Councilmember Garvais, seconded by Councilmember Robertson, that Resolution No. 20-111, "Establish Small Business Grant Program Related to COVID-19," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

13. OTHER BUSINESS

None.

14. ADJOURNMENT

Moved by Councilmember Robertson, seconded by Councilmember Garvais, to adjourn the meeting at 8:20 p.m.

A roll call vote was taken. Motion adopted unanimously.

Aye: 6 - Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul