

**UNAPPROVED  
CITY OF BLAINE  
PLANNING COMMISSION MEETING MINUTES  
November 9, 2021**

The Blaine planning commission met in the City Hall Chambers on Tuesday, November 9, 2021. Chair Ouellette called the meeting to order at 7:00PM.

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

Members Absent: None.

Staff Present: Shawn Kaye, Associate Planner  
Elizabeth Showalter, Community Development Specialist  
Teresa Barnes, Project Engineer

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**NEW BUSINESS**

Item 4.1 – Case File No. 21-0073 – Public Hearing – The applicant is requesting a conditional use permit to allow for the construction of a 4,336 square foot building with an attached 875 square foot canopy over the drive-through and a zero lot line for a shared drive/access for a Wings Financial Credit Union in a PBD (Planned Business) zoning district.  
WINGS FINANCIAL CREDIT UNION, 371 125<sup>TH</sup> AVENUE NE.

The report to the planning commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 21-0073 was opened at 7:06PM.

Chair Ouellette noted receipt of letters from Jon Husby and Kelcy Groethe for the record stating both parties opposed the request.

Craig Kepler, legal counsel for Wings Financial, thanked the Commission for their consideration and indicated he was available for questions.

The public hearing was closed at 7:07PM.

Commissioner Goracke questioned how many people would be employed in this new building.

Mr. Kepler stated there would be a staff of five.

Commissioner Goracke asked how many other franchises Wings Financial had in the metro area.

Tom Schuenke, Wings Financial representative, reported he had 31 branches open and operating, 26 were in the State of Minnesota. He explained Wings Financial was a non-profit credit union.

Commissioner Halpern discussed the landscaping plan and inquired if a more dense tree line could be planted between the bank and the residential properties.

Project Engineer, Teresa Barnes stated there was a piped section of ditch between the properties and trees were not permitted on the 30 foot easement.

Commissioner Villella questioned if the other nearby Wings Financial branches would remain open after this site was built.

Mr. Schuenke reported that the existing Blaine site is leased and would relocate to this location.

**Motion by Commissioner Goracke to recommend approval of Planning Case 21-0073 based on the following conditions:**

Case 21-0073:

1. The exterior building materials to match those on the submitted plans.
2. Site plan approval is required prior to issuance of building permits. All site improvements to be included in site improvement performance agreement and covered by an acceptable financial guarantee.
3. All site lighting to be down lit-style lamps to reduce glare and to meet the requirements of the Zoning Ordinance. Flood lighting is not permitted. Final site plan to include detailed lighting plan. Pole mounted lighting is limited to 20 feet in height.
4. All signage requires a separate permit meeting the requirements of the Zoning Ordinance. One monument sign will be permitted with a maximum height of 14 feet and 140 square feet of signage.

5. The landscape plan must meet the Highway Overlay District requirements and must include 25% of the landscaping in the front yard adjacent to 125th Avenue. These trees must be oversized.
6. The following plantings will be required on site:
  - Overstory trees: 11 (2 ½" caliper) and 4 (3" caliper)
  - Conifer trees: 5 (6' in height) and 2 (8' in height)
  - Ornamental trees: 7 (2" caliper)
7. Two to three trees will need to be planted in the front yard (125<sup>th</sup> Avenue).
8. Temporary signage to be regulated under Zoning Ordinance Section 34.13.
9. A Coon Creek Watershed District permit is required. Building permits will not be issued until a copy of the permit is sent to the City.

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

Chair Ouellette noted this would be on the agenda of the December 6, 2021 city council meeting.