

**UNAPPROVED  
CITY OF BLAINE  
PLANNING COMMISSION MEETING MINUTES  
November 13, 2018**

The Blaine Planning Commission met in the City Hall Chambers on Tuesday, November 13, 2018. Chair Ouellette called the meeting to order at 7:00 p.m.

Members Present: Commission Members: Goracke, Halpern, Homan, Olson, Ponds, York and Chair Ouellette

Members Absent: None

Staff Present: Shawn Kaye, Associate Planner  
Lori Johnson, Associate Planner  
Tom Scott, Project Coordinator

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**APPROVAL OF MINUTES**

**Motion by Commissioner Olson to approve the minutes of August 15, 2018 as presented. Motion seconded by Commissioner York. The motion passed 4-0-3 (Goracke, Halpern and Homan abstained)**

**Motion by Commissioner Goracke to approve the minutes of October 9, 2018 as presented. Motion seconded by Commissioner Ponds. The motion passed 6-0-1 (Olson abstained).**

**OPEN FORUM FOR CITIZEN INPUT**

None.

**NEW BUSINESS**

Item 5.1 – Case File No. 18-0012 – Public Hearing – The applicant is requesting the following:

- a.) Rezoning from FR (Farm Residential) to DF (Development Flex)
- b.) Preliminary Plat to subdivide approximately 40 acres into 93 lots and two outlots to be known as Mill Pond
- c.) Conditional Use Permit to allow for the construction of 93 single family homes (65-foot wide lots) in a DF (Development Flex) zoning district  
MILL POND, 13045 LEVER STREET.

The report to the Planning Commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 18-0012 was opened at 7:09 p.m. As no one wished to appear, the public hearing was closed at 7:09 p.m.

Commissioner Halpern stated he understood a park was not being considered for this neighborhood. He questioned when staff anticipated a park may materialize.

Associate Planner, Shawn Kaye explained the City has put money towards the school playground and this money will serve as the park for this neighborhood.

**Motion by Commissioner Goracke to recommend approval of Planning Case 18-0012A the rezoning based on the following conditions:**

Case 18-0012A:

1. The DF zoning standards to be incorporated are consistent with and will complement homes and housing options that have been constructed within recent master planned developments. The standards will create an attractive benchmark of quality multi-family homes with desired range in appearance, style, density, and construction value and market appeal.
2. The DF zoning district allows the City the opportunity to have some flexibility when approving developments that warrant higher standards than what is allowed with the traditional zoning districts. It affords the City the opportunity to provide input on items that would benefit the surrounding neighborhoods and the City as a whole.

**Motion by Commissioner Goracke to recommend approval of Planning Case 18-0012B the Preliminary Plat based on the following conditions:**

Case 18-0012B:

1. All local public streets require dedication of 60 feet of right-of-way and shall be constructed to 29 feet back to back of width.
2. All streets will follow the Anoka County street name grid system.
3. Plans and specifications must be approved by the City prior to start of construction.
4. Street and utility extensions are required to the edge of the plat for each future connection to the adjacent parcels.
5. 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.
6. 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.

7. 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.
8. Sidewalks (one-side) are required on all streets (except the two cul-de-sacs) and location will be determined in the plan review process.
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 developer shall be responsible for assessments for trunk sanitary sewer, trunk water main, and Lever Street improvements for City Project No. 17-07.
12. Trunk Sanitary Sewer area charges become due with platting for upland acreage. The 2018 rate of \$6,632.00/acre for Sanitary Sewer District 7 will apply to all upland acreage if platted in 2018.
13. The development plan shall indicate all structures will be protected from flooding.
14. A twenty-foot buffer strip shall be considered adjacent to wetland edges and shall be placed in an easement.
15. RCWD permit is required prior to City approval of construction plans and specifications.
16. 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. 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.
17. As-built surveys shall be required to verify structure elevations, custom grading requirements, and final lot grading elevations.
18. Park dedication to be paid for 93 housing units at the rate in effect at the time of final plat (2018 rate is \$4,320 per unit).

19. Developer to install grouped mailboxes with design and locations approved by City and US Postal Service.
20. Developer shall explore water source for landscape irrigation systems installed throughout the development including the possible use of created ponds or storm water reuse.
21. 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.
22. All development signage by separate review.
23. All existing structure removals will require demolition permits. All wells and septic systems to be properly abandoned per all local and state requirements.
24. The required landscaping in the single-family area consists of one boulevard and one front yard tree per lot. Site grading will remove a number of trees over the development. The required two trees per lot, plus a 3<sup>rd</sup> tree on corner lots (194 trees) will meet the tree replacement requirement for the plat.
25. No parcel adjacent to Lever Street will be allowed street access to Lever Street NE. The final plat should dedicate a no right of access along Lever Street on the lot lines of all parcels adjacent to Lever Street.
26. 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.

**Motion by Commissioner Goracke to recommend approval of Planning Case 18-0012C the Conditional Use Permit based on the following conditions:**

Case 18-0012C:

Single Family - DF Development Standards - 65-foot-wide lots (93 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 7.5 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:
  - a) 1,500 square feet for a single level/split level home
  - b) 1,900 square feet for a two-story home
8. All homes shall have a minimum depth and width of 24 feet.
9. All homes to be constructed are to be consistent in architecture, materials and style with the drawings/elevations attached to this CUP. Use of premium materials such as brick, natural stone, stucco, cementious or engineered wood siding or shake shingle siding are to be used on all front elevations. Vinyl/metal siding can be utilized on the side and rear elevations. 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.
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). Yards may be seeded over 4 inches of black dirt if underground irrigation is installed with the home.
13. Each lot shall contain one front yard tree and one boulevard tree with a minimum of 2½-inch caliper. Corner lots to have one additional boulevard tree.
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 development entrance signage by separate permit.

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

Chair Ouellette noted this would be on the agenda of the December 6, 2018 City Council meeting.

Item 5.2 – Case File No. 18-0030 – Public Hearing – The applicant is requesting the following:

- a.) Rezoning from FR (Farm Residential) to R-1AA (Single Family)
- b.) Preliminary Plat approval to subdivide approximately 60 acres into five (5) single family lots and one outlot to be known as Radisson Woods on Main  
RADISSON WOODS ON MAIN, MAIN STREET AND RADISSON ROAD.

The report to the Planning Commission was presented by Lori Johnson, Associate Planner. The public hearing for Case File 18-0030 was opened at 7:16 p.m.

Tom Brandt, 2204 128<sup>th</sup> Lane NE, stated he owns a property to the north of this development. He questioned if a lot would be located on the current pond site.

Project Coordinator, Tom Scott explained all of the work within the development would be completed in upland areas. He discussed the location of the house pad within the site plan.

Richard Thompson, 12673 Mankato Street, stated he has lived within a block or two of Main Street for the past 43 years. He commented on the artesian well that was located at the corner of 125<sup>th</sup> and Radisson Road. He discussed how the wetlands and ditches have been impacted in his neighborhood as the area surrounding him has developed. He encouraged the City to consider

noise abatement standards for this project given the fact a large number of surrounding trees have died off.

Associate Planner, Lori Johnson discussed the City's tree replacement policy and stated she did not anticipate the developer would have to replace trees on the new lots.

Project Coordinator, Tom Scott reported the watershed district controls the ditches in this area and any blockages within the ditches would have to be brought to their attention. He encouraged Mr. Thompson to bring his concerns to the watershed district.

Jeff Fike, 12767 Palisade Street NE, questioned how Pioneer Park would be impacted by the proposed development.

Associate Planner, Lori Johnson explained Pioneer Park would not be impacted by this development.

Mr. Fike inquired if the triangle parcel was being rezoned.

Associate Planner, Lori Johnson stated this parcel was already zoned R-1AA (Single Family).

Mike Baron, 12737 Owatonna Street NE, asked if the trees between Owatonna Street and Main Street would be removed.

Associate Planner, Lori Johnson discussed the location of the houses on these two lots and noted trees would only be removed for the house pads and driveways.

David Finch, 2192 128<sup>th</sup> Lane NE, explained he lived to the northwest of the plat. He questioned if the low area onsite would be temporarily filled.

Associate Planner, Lori Johnson reported this parcel, Outlot A, was going to be a part of a wetland bank project.

Project Coordinator, Tom Scott explained no fill was involved in the wetland banking project, but rather invasive species would be managed. He indicated there may be a temporary wetland disturbance to install utilities and then the area would be returned to its original condition.

Chair Ouellette commented it appears Outlot A will serve as a buffer between Pioneer Park and the adjacent neighborhood.

Mr. Finch stated he understood development was good for Blaine and he appreciated the City's vision for its parks. He discussed how underutilized Pioneer Park was and encouraged the City to expand the parks utility.

Associate Planner, Lori Johnson encouraged Mr. Finch to contact the City's Park and Recreation Department or a member of the Park Board. She explained Pioneer Park was meant to be a passive park with trails and passive use.

Paul Klucsar, 12625 Radisson Road, stated he lived adjacent to the proposed development. He stated he had concerns with the number of pine trees that would be lost near his home and asked that the proposed house pad be shifted in order to save this grove of pine trees.

Amy Boardman, 12729 Owatonna Street, commented on how her property has been impacted by flooding since the Harper's development was completed. She expressed further concern on how her property would be impacted by the proposed development. She encouraged the City to consider how endangered species would be impacted if this property was developed.

Project Coordinator, Tom Scott reported an endangered plant species report was completed and explained two areas within the development near the pond would remain untouched to ensure the endangered plant species were saved.

Roy Nguyen, explained he was representing his father Luong Nguyen at 2278 128<sup>th</sup> Court NE. He explained his father had concerns with the water in the area and commented on how the water table has risen over the past five years. He expressed concern on how the new development would further impact his father's property with flooding. He encouraged the City to be responsible and ensure the existing homes were protected from further water impacts. He asked who owned Outlot A.

Associate Planner, Lori Johnson reported the developer currently owns Outlot A but would be selling this property as part of a wetland banking project.

Mr. Nguyen asked if the existing ponds would be impacted.

Project Coordinator, Tom Scott explained the watershed would be monitoring the ponds and would not allow the development to raise the flood elevation. He commented further on proposed infiltration ponds that would be added to the development.

Mr. Nguyen stated he was not opposed to development and appreciated the fact this parcel would only have five new lots. However, he expressed concerns on how Pioneer Park and the adjacent properties would be impacted by the proposed development.

Chair Ouellette encouraged Mr. Nguyen to contact the watershed district with his concerns.

Mark Strandland, Shade Tree Construction, explained he has worked very closely with the City and the watershed district on this project.

Jason Rud, EG Rud & Sons, explained he has been working on this project since 2016 and understood this was a unique site. He reported 21<sup>st</sup> Century Bank owned this property and was working to create a development that fit the site. He stated he has worked with the Anoka County Highway Department to address access issues. He indicated the watershed district has had a fair amount of inquiries that he has responded to, which included an endangered species study. He stated all of the land has to be platted as one parcel for this development.



Mr. Strandland reported he would work to keep the pine tree grove on the north side in order to have a buffer between the existing home and the new home.

Mr. Finch asked if the lots to the northeast could be moved further south in order to save more trees.

Chair Ouellette encouraged Mr. Finch to speak with the developer regarding this matter after the meeting.

The public hearing was closed at 7:54 p.m.

Commissioner Halpern questioned what the procedure would be for the residents to bring their flooding concerns to the watershed district.

Project Coordinator, Tom Scott encouraged residents to contact the watershed district if ditches or culverts are blocked, or with any other flooding concerns.

Commissioner York thanked the residents in attendance for coming forward with their comments and concerns.

**Motion by Commissioner Olson to recommend approval of Planning Case 18-0030A the Rezoning from FR (Farm Residential) to R-1AA (Single Family) for parcels A and B of the plat based on the following conditions:**

Case 18-0030A:

1. The R-1AA zoning is consistent with parcels C, D and E in the proposed plat and the surrounding neighborhood to the north, which will make the size and type of home in this plat consistent with those in surrounding neighborhoods.

**Motion by Commissioner Olson to recommend approval of Planning Case 18-0030B the Preliminary Plat based on the following conditions:**

Case 18-0030B:

1. Park dedication is required for the five new lots being platted at the rate in effect at the time of final plat. If the lots are final platted in 2018, the total park dedication fee for this plat would be \$21,600. This amount must be paid prior to release of final plat mylars for recording at Anoka County.
2. A Coon Creek Watershed District permit is required prior to any work being performed on site.
3. A copy of the shared access agreement will need to be provided prior to the release of the final plat mylars for recording at Anoka County.

4. Standard utility and drainage easements must be dedicated along all lot lines, wetlands utilities, and other storm sewer features.
5. Anoka County has indicated that an additional 15' feet of right-of-way is needed for 125th Avenue as it is Principal Arterial route.
6. Access for Lot 1 of the plat will be from Radisson Road. Access for Lots 2 and 3 of the plats will be from a shared driveway from 125th Avenue. Access for Lots 4 and 5 will be through a shared private easement from 125th Avenue. A copy of the shared access agreement will need to be provided prior to the release of the final plat mylars for recording at Anoka County.
7. Per R-1AA standards, all driveways are required to be paved. The driveway for Lots 4 and 5 will need to meet the City's standards for a rural driveway and will need to be constructed above the base flood elevation. Culverts will be required under this driveway to maintain flow across the wetland. The design and construction of this driveway will need to support year-round fire truck access.
8. The driveways for Lots 1-3 must include a feature that will allow vehicles to turn around on site rather than back onto the street.
9. Access to Outlot A will be from the driveway to Lots 4 and 5 via a shared access agreement/easement.
10. Lots 2 and 3 will require individual sewage lift stations for each house. Water services for Lots 2 and 3 will need to be oversized to maintain proper pressure at the house. The final design of the services for Lots 2 and 3 will be based on the house size applied for with a building permit.
11. As-built surveys shall be required to verify infrastructure improvements, structure elevations, custom grading requirements, and final lot grading elevations.
12. Lots 4 and 5 will require individual sewage lift stations for each house. Water services for Lots 4 and 5 will need to be oversized to maintain proper pressure at the house. The final design of the services for Lots 4 and 5 will be based on the house size applied for with a building permit. The structures on Lots 4 and 5 will require individual fire suppression systems due their distance from a public street.
13. All driveway, sanitary sewer and water, and storm basin facilities installed to serve lots in the plat will be installed by the developer and will be private and need to be maintained by the homeowners.
14. Permits for driveway, sanitary sewer and water service construction will require a permit from the Anoka County Transportation Department.

15. Lots 4 and 5 will be required to install and maintain an address sign near 125th Avenue for easier identification by public safety. The design of the sign will be based on the City's standards for street signs.
16. Lots shall be sodded over 4 inches of black dirt that contains no more than 35% sand in areas that approximate a normal size lot in the R1-AA zoning.
17. WAC (Water Availability Charge) and SAC (Sewer Availability Charge) will be due on each building permit.
18. 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 Radisson Woods on Main.

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

Chair Ouellette noted the first reading of the rezoning would be on the agenda of the November 15, 2018 City Council meeting.

### **OLD BUSINESS**

None.

### **ADJOURNMENT**

Motion by Commissioner York to adjourn the Regular Planning Commission meeting. Motion seconded by Commissioner Ponds. The motion passed 7-0. Adjournment time was 7:59 p.m.

Respectfully submitted,

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*