

**UNAPPROVED
CITY OF BLAINE
PLANNING COMMISSION MEETING MINUTES
June 11, 2019**

The Blaine Planning Commission met in the City Hall Chambers on Tuesday, June 11, 2019. Chair Ouellette called the meeting to order at 7:00 p.m.

Members Present: Commission Members: Goracke, Homan, York and Chair Ouellette. Also present was Adjunct Member Drew Brown.

Members Absent: Commission Members: Halpern, Olson and Ponds.

Staff Present: Lori Johnson, Associate Planner
Elizabeth Showalter, Planning and Economic Development Technician
Tom Scott, Project Coordinator

APPROVAL OF MINUTES

Commissioner Goracke requested a change to the minutes stating he recused himself and did not abstain from Planning Case 19-0013.

**Motion by Commissioner Goracke to approve the minutes of May 14, 2019, as amended.
Motion seconded by Commissioner York. The motion passed 4-0.**

OLD BUSINESS

None.

NEW BUSINESS

Item 4.1 – Case File No. 19-0024 – Public Hearing – The applicant is requesting a waiver of platting to divide a 1.196-acre parcel into two 0.598-acre parcels to allow the demolition of the existing home and construction of two new homes.
JASON BEBEAU (EVERPINE CUSTOM HOMES)/1088 89TH AVENUE NE.

The report to the Planning Commission was presented by Elizabeth Showalter, Planning and Economic Development Technician. The public hearing for Case File 19-0024 was opened at 7:08 p.m.

Laura Thurston, 1068 89th Avenue NE, asked if a surveyor measured the distance between the houses.

Planning and Economic Development Technician, Elizabeth Showalter explained the survey work was conducted by an independent surveyor.

Ms. Thurston requested the city not have independent surveyor conduct this work given the fact the owner of the property was a builder. She maintained the home was not 18.5 feet from the property line as shown on the survey. She explained this was an already narrow lot. She stated she was pleased the blighted home would be removed. She questioned how many trees would be removed on the proposed lot.

Planning and Economic Development Technician, Elizabeth Showalter reported the applicant did not have a grading plan at this time.

JD Massey, 1100 89th Avenue NE, noted he was in attendance at the meeting.

Ms. Thurston inquired whether the city would buy any portion of these lots for park purposes.

Chair Ouellette explained the applicant would be responsible for paying a park dedication fee that would be used to assist with park maintenance and the city would not acquire any portion of the lots.

The public hearing was closed at 7:17 p.m.

Motion by Commissioner York to recommend approval of Planning Case 19-0024 based on the following conditions:

Case 19-0024:

1. Demolition of the existing structures and removal of the portion of the shared driveway on the subject parcel must be completed prior to the recording of the waiver of platting, or if the waiver of platting is to be recorded before the structures and portion of the adjacent driveway are removed, the applicant to provide a \$5,000 cash escrow to be held by the city until those issues have been resolved. The applicant will need to contact the Building Inspection Department for the appropriate demo permits.
2. Building permits for new homes will not be issued until the existing structures have been removed and driveway issue resolved.
3. Applicant to provide a soil boring to determine water table elevation, subject to staff approval, prior to recording the waiver of platting.
4. Driveway turn-arounds will be required for each lot.
5. Tree removal will be subject to the preservation requirements of the zoning code and one to one replacement will be required for the first seven trees removed on each of the new lots.

6. 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 the waiver of platting to subdivide a 1.196-acre parcel.

Motion seconded by Commissioner Homan. The motion passed 4-0.

Chair Ouellette noted this would be on the agenda of the July 1, 2019 City Council meeting.

Item 4.2 – Case File No. 19-0025 – Public Hearing – The applicant is requesting a conditional use permit to allow for the construction of a 10,060 square foot day care/early education center in a DF (Development Flex) zoning district.
THE GODDARD SCHOOL (TWIN CITIES BROTHERS, LLC), 12612 CENTRAL AVENUE NE.

The report to the Planning Commission was presented by Lori Johnson, Associate Planner. The public hearing for Case File 19-0025 was opened at 7:22 p.m. As no one wished to appear, the public hearing was closed at 7:22 p.m.

Motion by Commissioner York to recommend approval of Planning Case 19-0025 based on the following conditions:

Case 19-0025:

1. Site plan approval will be required for this development and this process will include the submittal of a Site Improvement Performance Agreement and the associated financial guarantee.
2. All plans that are submitted for site plan approval must be consistent with the plans submitted with the application for the conditional use permit.
3. Staff will monitor the parking situation on site and if the extra proof of parking stalls are needed, the applicant will be required to construct those stalls.
4. The landscaping and building elevations must meet the requirements of the Highway 65 Overlay District standards. Landscaping must be designed to maintain the proper stopping sight distance for vehicles travelling on 126th Avenue/Central Avenue.
5. A Coon Creek Watershed District permit is required prior to issuance of a building permit. Applicant shall utilize an existing water main stub on 126th Avenue just west of the site.
6. The site is made up of two separate parcels, one of which is platted and the other is a metes and bounds description. The two parcels will need to be combined into one tax parcel through a lot combination process at Anoka County Recorder's Office.

7. The smaller un-platted parcel is .73 acres in size and has not paid park dedication. The 2019 commercial rate is \$8,704 per acre or a payment in this case of \$6,353. This payment would be due at time of building permit.
8. All signage will be issued under separate permits. No signage will be allowed on the west side of the building facing the residential development.
9. All lighting on site must be downlit and shielded to prevent glare or spill. All pole mounted lighting is limited to 20 feet in height. Additionally, no wall mounted lighting will be allowed on the west side of the site adjacent to the residential development.

Motion seconded by Commissioner Goracke. The motion passed 4-0.

Chair Ouellette noted this would be on the agenda of the July 1, 2019 City Council meeting.

Item 4.3 – Case File No. 19-0027 – Public Hearing – The applicant is requesting a conditional use permit that would allow for shared private access between Home Depot/Norhttown Mall and a new 4,982 square foot Spire Credit Union to be constructed. SPIRE CREDIT UNION, UNIVERSITY AVENUE NE AND 86TH LANE NE (NORTHEAST CORNER).

The report to the Planning Commission was presented by Lori Johnson, Associate Planner. The public hearing for Case File 19-0027 was opened at 7:26 p.m. As no one wished to appear, the public hearing was closed at 7:26 p.m.

Commissioner Goracke asked if this credit union would be relocating or if this was a new franchise.

Pat McCann, Spire Credit Union representative, explained this would be a relocation. He noted Spire Credit Union was currently located in the 900 square foot Taco Bell building directly across the street.

Motion by Commissioner Goracke to recommend approval of Planning Case 19-0027 based on the following conditions:

Case 19-0027:

1. Site plan approval will be required for this site. This process includes the submission of a Site Improvement Performance Agreement and the corresponding financial guarantee.
2. All plans to be submitted for site plan approval must be consistent with the plans submitted for the shared access conditional use permit approval.
3. Ornamental trees must be 2-inch caliper trees.

4. The applicant will be required to provide a signed copy of the shared access agreement prior to issuance of a building permit.
5. All site signage is issued under a separate permit.
6. All site lighting must be downlit and shielded and pole mounted lights cannot exceed 20 feet in height.
7. A Coon Creek Watershed District permit is required prior to issuance of site plan approval. The parcel is adjacent to a flood zone AE which will require the applicant to process a Letter of Map Amendment prior to final release of escrow.
8. A separate domestic water service is required in addition to the fire suppression service. The size of the domestic water service needs to be verified with the city's building department.

Motion seconded by Commissioner Homan. The motion passed 4-0.

Chair Ouellette noted this would be on the agenda of the July 1, 2019 City Council meeting.

Item 4.4 – Case File No. 19-0028 – Public Hearing – The applicant is requesting a conditional use permit to allow for an outdoor patio/dining space adjacent to a new pizza restaurant in a B-2 (Community Commercial) zoning district.
FRESH PICKED PIZZA, 8683 CENTRAL AVENUE NE.

The report to the Planning Commission was presented by Lori Johnson, Associate Planner. The public hearing for Case File 19-0028 was opened at 7:33 p.m.

Elaine Boyer, 1470 89th Avenue NE, explained she lived next to the proposed pizza business. She asked how close this business would be to her property line. She requested further information regarding the proposed fence.

Associate Planner, Lori Johnson reviewed the proposed setbacks with Ms. Boyer and noted a new maintenance free fence would be installed.

The public hearing was closed at 7:37 p.m.

Adjunct Member Brown asked what type of ventilation system the building would have.

Bill Beckfeld, representative for the applicant, explained a Type B hood would be installed per building code requirements.

Commissioner Goracke questioned if this would be a new location for Fresh Picked Pizza and inquired how many new employees would be hired by this business.

Mr. Beckfeld explained this would be a new location for this business and estimated Fresh Picked Pizza would be hiring 12 to 15 employees.

Lee Anderson, stated he was going back and forth regarding the sale of bottled beer and wine at this location. He stated a fence would be installed around the dining area if this were pursued.

Associate Planner, Lori Johnson explained the applicant would have to receive a liquor license from the City Clerk's office and a fence would have to be installed around the dining area if beer and wine were sold. She requested the applicant provide staff with this information prior to this item being reviewed by the City Council.

Motion by Commissioner Homan to recommend approval of Planning Case 19-0028 based on the following conditions:

Case 19-0028:

1. The proposed outdoor seating area shall be limited to 50 seats. The outdoor dining area will be subject to a SAC review and payment.
2. A requirement of obtaining a building permit will be to combine the two land parcels at Anoka County. Evidence of this combination must be presented prior to issuance of a building permit.
3. A demolition permit must be obtained prior to demolishing the existing building.
4. Site plan approval is required prior to issuance of a building permit. This process will include the submittal of a Site Improvement Performance Agreement and a financial guarantee to cover the cost of the exterior improvements on site.
5. All signage is issued under a separate permit. The site is allowed wall signage on two sides of the building and a monument sign. There shall be no signage on the east side of the site adjacent to the residential district.
6. All lighting must be downlit and shielded to prevent glare or spill. All pole mounted lighting is limited to 20 feet in height. There shall be no wall mounted lighting or pole mounted lighting on the east side of the site adjacent to the residential area.
7. Temporary signage regulated under Zoning Ordinance Section 34.13.
8. No overnight storage of delivery vehicles unless approval is received from the Zoning Administrator.
9. Plans for amplified music or a public address system for the outdoor dining area to be reviewed by the city prior to installation. Noise level of the music in the outdoor dining area to not exceed normal conversation level.

10. No outdoor advertising on building or patio area without obtaining a permit, including any signage on table umbrellas.
11. The ability to operate outdoor dining is reliant upon the applicant's ability to adequately control litter and refuse as associated with the facility.
12. The applicant to provide manufacturing specifications and requirements for propane heater use and clearance to combustibles if they are to be used on site.
13. Applicant must obtain a permit for any fencing around the outdoor dining area if it is proposed in the future.
14. The following landscaping is required for the site:

Overstory Trees:	9 (2 ½ inch caliper)
Ornamental Trees:	9 (2 inch caliper)
Conifer Trees:	9 (6 feet in height)

According to the Highway 65 Overlay District requirements, at least 25% of the trees on site must be oversized. Overstory trees must be oversized to 3-inch caliper and conifer trees must be 8 feet in height. No oversizing is recommended for the ornamental trees.

15. A fence is required on the east side of the site. The applicant is proposing to construct a wood fence, but a condition of approval is that the fence be a maintenance free vinyl fence to minimize deterioration. The fence must also be 6 feet in height.
16. A permit from the Coon Creek Watershed District will be needed prior to site plan approval from the city.

Motion seconded by Commissioner Goracke. The motion passed 4-0.

Chair Ouellette noted this would be on the agenda of the July 1, 2019 City Council meeting.

ADJOURNMENT

Motion by Commissioner York to adjourn the Regular Planning Commission meeting. Motion seconded by Commissioner Goracke. The motion passed 4-0. Adjournment time was 7:46 p.m.

Respectfully submitted,
Heidi Guenther
TimeSaver Off Site Secretarial, Inc.