

**UNAPPROVED
CITY OF BLAINE
PLANNING COMMISSION MEETING MINUTES
January 12, 2021**

The Blaine Planning Commission met in the City Hall Chambers on Tuesday, January 12, 2021. Vice Chair Goracke called the meeting to order at 7:00PM. Due to the COVID-19 pandemic this meeting was held virtually.

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

Members Absent: Chair Ouellette.

Staff Present: Shawn Kaye, Associate Planner
Elizabeth Showalter, Community Development Specialist
Teresa Barnes, Project Engineer
Dan Schluender, City Engineer
Patricia Robinson, Administrative Assistant

NEW BUSINESS

Item 4.1 – Case File No. 20-0040 – Public Hearing – The applicant is requesting the following:

- 1.) Preliminary Plat to subdivide 6.7 acre parcel into 44 lots (townhome lots) and four outlots for common area, drive access and drainage/ponding area to be known as Haverhill.
 - 2.) Conditional Use Permit to allow for the construction of 44 townhome units and private streets in a DF (Development Flex) zoning district.
- HAVERHILL (PULTE HOMES), 122ND AVENUE NE AND FRAZIER STREET NE.

The report to the Planning Commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 20-0040 was opened at 7:12PM.

Ross Taflin, 4595 123rd Court NE, explained he saw the plans for the new development and indicated he was favorably impressed.

The public hearing was closed at 7:14PM.

Vice Chair Goracke thanked staff for holding a neighborhood meeting for this project.

Commissioner Halpern stated he believed the proposed development would provide a great variety of housing options for this neighborhood.

Motion by Commissioner Homan to recommend approval of Planning Case 20-0040A a Preliminary Plat to subdivide a 6.7 acre parcel into 44 lots (townhome lots) and four outlots for common area, drive access, and drainage/ponding area to be known as Haverhill based on the following conditions:

Case 20-0040A:

1. The applicant will be required to pay park dedication for the 44 new lots within this plat. If paid in 2021 the amount will be \$4,449 per lot, for total due of \$195,756. This fee must be paid prior to release of the final plat mylars for recording at Anoka County. The applicant should be aware that this fee may be increased in the future if the property is final platted in a different year.
2. Developer will need to obtain a Rice Creek Watershed District permit prior to any site work. The developer shall be responsible for the construction, maintenance, and repair of storm water features.
3. Site plan and grading approval is required prior to any construction activities occurring on site. This will include the submittal of a Site Improvement Performance Agreement and associated financial guarantee.
4. As-built surveys shall be required to verify structure elevations, custom grading requirements, and final lot grading elevations.
5. The developer will be responsible for installation of sanitary sewer, water main, storm drainage improvements, street with concrete curb and gutter, street lights, mailboxes, traffic control signs, street signs, and all appurtenant items. The City shall approve plans and specifications prior to start of construction. The project will be required to connect to an existing water stub. Hydrant locations will need to reviewed by the Fire Department.
6. Standard utility and drainage easements must be dedicated along all lot lines.
7. The developer is to provide access for inspection and maintenance of this storm water infrastructure.
8. The Mayor, City Clerk and City Manager are hereby authorized to execute any and all necessary documents, agreement and releases related to the approval, recording or administration of Haverhill.

Motion by Commissioner Homan to recommend approval of Planning Case 20-0040B a Conditional Use Permit to allow for the construction of 44 townhome units and private streets in a DF (Development Flex) zoning district based on the following conditions:

Case 20-0040B:

1. The construction of all townhomes to be generally guided by the approved conditional use permit resolution and consistent with all the depictions, drawings and information on the plans attached to the staff report.
2. All site plan and unit plans require approval from the Planning Department prior to any work being performed on site. All site work to meet all requirements of Section 33 (Performance Standards) of the Zoning Ordinance.
3. Developer to install grouped mailboxes with design and location approve by the City and the US Postal Service.
4. Minimum floor area above ground for each unit shall be 1800 sq. feet.
5. The following trees are required on site: 44 overstory trees, 44 conifer trees, and 44 ornamental trees.
6. Underground irrigation must be used for all landscaped areas.
7. Sod shall be required on all disturbed areas and placed over 4 inches of black dirt that contains no more than 35% sand.
8. No detached accessory structures allowed except if needed to house underground irrigation controls.
9. Any entrance signage for the development requires a separate permit.
10. All units must contain an automated fire suppression system.
11. WAC (Water Access Charge) and SAC (Sewer Access Charge) will be due on each permit but calculated giving a credit for what has been previously paid.
12. All driveways and on site utilities are considered private and are the maintenance responsibility of the homeowner's association for the 44 units.

Motion seconded by Commissioner Halpern. A roll call vote was taken. The motion passed 6-0.

Vice Chair Goracke noted this would be on the agenda of the February 1, 2021 City Council meeting.