



# City of Blaine Anoka County, Minnesota Minutes

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

## Planning Commission

*The Planning Commission is an advisory body to the City Council. One of the Commission's functions is to hold public hearings and make recommendations to the City Council. The City Council makes all final decisions on these matters. Blaine City Ordinances require that certain documents and information be included in applications. The Planning Commission may postpone consideration of an application that is incomplete and may, for other reasons, postpone final action on an application. For each item the Commission will receive reports prepared by the City staff, open the hearing to the public, and discuss and act on the application.*

*Public comment options prior to the meeting must be received by noon on Tuesday, May 12. Email comments to: [probinson@BlaineMN.gov](mailto:probinson@BlaineMN.gov) or phone 763-785-6180.*

*Zoom is for members of the public who want to comment during the meeting on an agenda item. Join Zoom Webinar at <https://blainemn.zoom.us/j/96955043343>*

*Ways to watch if not commenting on an agenda item:  
[BlaineMN.gov/Video](https://blainemn.gov/Video) or North Metro TV on Comcast, Apple TV,  
or Roku*

*Questions? Email - [Communications@BlaineMN.gov](mailto:Communications@BlaineMN.gov)*

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Wednesday, February 12, 2020

7:00 PM

Council Chambers

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### 1. Roll Call

The Blaine Planning Commission met in the City Hall Chambers on Wednesday, February 12, 2020. Chair Ouellette called the meeting to order at 7:00 p.m.

Staff Present: Lori Johnson, City Planner  
Stefan Higgins, Assistant City Engineer  
Teresa Barnes, Project Coordinator

**Present:** 3 - Chair Ouellette, Commissioner Homan, and Commissioner Olson

**Absent:** 2 - Commissioner Goracke, and Commissioner Halpern

### 2. Approval of Minutes

#### 2.-1

Approval of January 14, 2020 Planning Commission Minutes

**Attachments:** [Unapproved Minutes 1/14/20](#)

**Motion by Commissioner Homan to approve the minutes of January 14, 2020, as presented. Motion seconded by Commissioner Olson. The motion passed 3-0.**

**Aye:** 3 - Chair Ouellette, Commissioner Homan, and Commissioner Olson

**3. Old Business**

None.

**4. New Business**

**4.-1**

Public Hearing Case File No. 20-0003 // Gregory and Pamela Matheson // 4804 106th Lane NE

The applicant is requesting a waiver of platting (lot split) to split one parcel into two parcels. The existing home on the parcel will remain and a new lot will be created, and used for, one single family home.

**Attachments:**     [Attachments](#)

The report to the Planning Commission was presented by Lori Johnson, City Planner. The public hearing for Case File 20-0003 was opened at 7:09 p.m. As no one wished to appear, the public hearing was closed at 7:09 p.m.

**Motion by Commissioner Olson to recommend approval of Planning Case 20-0003 based on the following conditions:**

**Case 20-0003:**

1. The basketball hoop located on Parcel B will need to be removed prior to the city releasing the required documents for the recording of the lot split at Anoka County.
2. Park dedication is required for the one new lot in the amount of \$4,449. This fee must be submitted to the city prior to the release of the required documents for recording of the lot split at Anoka County.
3. 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 0.70 acres.
4. The unused service will need to have the curb stop box removed and curb stop valve plugged to abandon it in-place.
5. A tree preservation plan will be required with the new home permit application. The existing cottonwood tree at the southeast corner of the lot interferes with the city's outdoor warning siren and needs to be removed.
6. A soil boring will be needed to verify the proposed lowest floor of the new house. The highest historic groundwater elevation will need to be identified and the lowest floor two feet about that elevation.
7. The address of the new lot will be determined prior to issuance of building permit.

**Motion seconded by Commissioner Homan. The motion passed 3-0.**

**Aye:** 3 - Chair Ouellette, Commissioner Homan, and Commissioner Olson

Chair Ouellette noted this would be on the agenda of the March 2, 2020 City Council meeting.

**4.-2**

Public Hearing Case File No. 19-0053 // Ulysses Street Office Building (Blaine Ulysses LLC) // 11155 Ulysses Street NE

The applicant is requesting preliminary plat approval to re-plat five vacant parcels into one parcel.

**Attachments:**     [Attachments](#)

The report to the Planning Commission was presented by Lori Johnson, City Planner. The public hearing for Case File 19-0053 was opened at 7:13 p.m. As no one wished to appear, the public hearing was closed at 7:13 p.m.

**Motion by Commissioner Homan to recommend approval of Planning Case 19-0053 based on the following conditions:**

**Case 19-0053:**

1. Park dedication will be required for this plat in the amount of \$8,704 per acre. Since the entire plat is 6.26 acres, the total park dedication fee required is \$54,487. This amount is due prior to the release of mylars for recording at Anoka County.
2. Buchanan Street improvements will be required for this plat in the amount of \$15,800. This amount is due prior to the release of the mylars for recording at Anoka County.
3. 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 preliminary plat known as Ulysses Street Office Building.

**Motion seconded by Commissioner Olson. The motion passed 3-0.**

**Aye:** 3 - Chair Ouellette, Commissioner Homan, and Commissioner Olson

Chair Ouellette noted this would be on the agenda of the March 2, 2020 City Council meeting.

**4.-3**

Public Hearing Case File No. 19-0043 // North Meadows (Wellington Management, Inc.) // NW Quadrant of Lexington Ave & 109th Ave NE

The applicant is requesting the following:

- a) Rezoning from FR (Farm Residential) to DF (Development

Flex).

- b) Preliminary plat approval to subdivide 174 acres into 258 lots and 6 outlots.
- c) Conditional use permit to allow for the construction of 72 single family homes, 54 twin homes, 128 townhomes.

**Attachments:**     [Attachments](#)  
                                 [Letter - Sanctuary Preserve](#)  
                                 [UPDATED Remove Townhome Masonry Requirement](#)  
                                 [Lennar Product Lineup](#)

The report to the Planning Commission was presented by Lori Johnson, City Planner. The public hearing for Case File 19-0043 was opened at 7:24 p.m.

Richard Wilder, Metro Gun Club, explained his operation was next door to the proposed project. He encouraged Lennar to put disclosures in their contracts that a shooting range was next to this development and has been for the past 52 years. He reported he did not want any problems with the new residents that would be moving into the area. He commented on Ditch #5362 stating he wanted to make sure this ditch would be maintained.

Assistant City Engineer, Stefan Higgins reported the watershed district regulates and cleans this ditch. He explained the watershed district would have to approve this development plan.

Janine Wenholz, 11061 Flanders Court NE, stated she lived on the west side of the proposed development. She commented she was not happy with the fact she would be losing her beautiful view. She asked what would happen to 109th Avenue with all of the new traffic.

Assistant City Engineer, Stefan Higgins reported the county would turn 109th Avenue into a four lane divided roadway at some point in the future. He stated he was uncertain when these improvements would occur.

Giessler Lopez, 3623 112th Circle NE, reviewed a drawing he had made of the proposed development, including the roadways and commented on the number of vehicles that would be traveling along 109th Avenue. He stated he understood Anoka County was proposing improvements for Lexington Avenue. He noted there were already six lights in place that vehicles would have to go through from this neighborhood in order to get onto 35W. He commented further on how the traffic along 109th Avenue and Lexington Avenue would increase dramatically after the proposed development and commercial lots were completed. He understood that development was going to happen, but encouraged the city to consider how to enhance the roadways to manage all of the increased traffic in this area of Blaine.

Assistant City Engineer, Stefan Higgins explained the county would be reviewing this development and making comments for the developer. He reported a light will likely occur at Austin Street at some point in the future. He explained the county was also taking counts for the intersection of Lexington Avenue and 112th as this intersection could have a light in the future if warrants are met. He indicated both 109th Avenue and Lexington Avenue were county roadways and therefore the county would have the final say on the improvements that are made.

Mr. Lopez questioned how much longer his development would remain blocked off from 114th Street.

City Planner, Lori Johnson indicated it was her understanding 114th would remain closed until more information was available regarding Lexington Avenue.

Mr. Lopez encouraged the city to have the proper infrastructure and traffic signals in place prior to approving new developments.

Clement Vaccaro, 3645 112th Circle NE, stated he lives adjacent to the 114th street closure. He asked if this roadway would remain closed during construction of the new development. He explained he did not want construction traffic driving past his home.

City Planner, Lori Johnson reported all of the construction traffic for the proposed development would be entering off 109th Avenue.

Greg Strafaccia, 3925 112th Circle NE, questioned why more townhomes were being considered. He indicated this area was not zoned for high density and suggested more single-family homes be built than the proposed townhomes. He explained this change would also assist in reducing the number of vehicles in the neighborhood.

Chair Ouellette reported this was a developer issue that was driven by market trends.

City Planner, Lori Johnson explained it would take the developer several years to complete the project, which meant traffic would increase over time.

Mr. Strafaccia requested further information regarding the potential apartment complex.

City Planner, Lori Johnson stated an apartment complex was discussed with the developer and he was made aware that the land use does not support this type of

project. She reported the developer was told an amendment to the 2040 Comprehensive Plan would be required.

Ms. Lenholtz questioned what a villa was and asked for further comment on the types of units that would be constructed.

City Planner, Lori Johnson explained a villa was a one level single-family home that was marketed to empty nesters. She commented further on the number of villa, townhome and single-family homes the developer was proposing to construct.

Lauren Lockwood, 3840 112th Circle NE, asked what the final grade of the new development would be.

Assistant City Engineer, Stefan Higgins reported the grade would be similar to the Sanctuary Preserve.

Ms. Lockwood questioned if the townhomes would be two stories.

City Planner, Lori Johnson reported this was the case.

Ms. Lockwood requested further information regarding how the site would be cut and filled after grading. She stated she wanted to see the site preserved and put back to its natural state.

Joe Radach, Carlson McCain, reported the land would be restored with native plantings and grasses.

Ms. Lockwood asked what the height of the commercial developments and apartment building would be.

City Planner, Lori Johnson reported staff does not have this information at this time. She noted these developments were conceptual in nature.

Gilbert Curry, 3981 112th Circle NE, stated he was concerned with how his property value would be impacted by the proposed development. He explained it would be more favorable if a similar type of neighborhood were constructed versus a mix of homes, townhomes and villas. He questioned if this project was a done deal. He understood that this property was going to develop but commented he would like to see less density and more single-family homes. He indicated he was opposed to the proposed development.

City Planner, Lori Johnson reviewed the price ranges for the proposed townhomes and villas with the commission. She noted the villas would start at \$345,000, the

twin homes would start at \$315,000, the townhomes would start at \$265,000 and the rowhomes would begin at \$285,000.

Jake Lewis, 3860 112th Circle NE, thanked everyone for being at this meeting. He commented he realized development was going to happen. However, he stated he opposed the proposed development and asked what could be done to protect his view or to bring about another development.

City Planner, Lori Johnson explained Wellington Management owned this property. She stated property owners have the right to develop their property and can make requests of the city for new developments. She reported the comments and concerns that were made at the public hearing would be forwarded to the city council prior to the council making a final decision on the matter.

Mr. Lewis asked what the neighborhood could do to oppose or stop this development.

City Planner, Lori Johnson stated the neighbors would have to buy the land in order to stop the development, but encouraged them to contact their city councilmembers who make the decisions.

Jason Lawrence, 3970 112th, commented he was concerned with how the fact the wetlands may be disturbed and how this may impact storm water runoff. He discussed how the water levels in his backyard have been on the rise after recent large rain events.

Assistant City Engineer, Stefan Higgins reported the watershed district would be reviewing all of this information and the project would be designed to ensure no existing homes would be flooded.

The public hearing was closed at 8:03 p.m.

Chair Ouellette asked if the 13 stalls within the cul-de-sac would provide a sufficient amount of parking.

City Planner, Lori Johnson stated this recommendation was made by the Parks Department.

Chair Ouellette indicated he appreciated the amount of open space this development would have.

Commissioner Olson questioned if the city could require truck drivers to enter off of 109th Avenue.

Assistant City Engineer, Stefan Higgins reported staff could work with the developer to ensure this occurred until Austin Street was built.

City Planner, Lori Johnson explained this could be a recommendation for approval.

Commissioner Olson thanked the neighbors for coming in and voicing their concerns. She discussed the role of the Planning Commission and noted this group was to review requests to ensure they are following the city's rules and regulations.

**Motion by Commissioner Olson to recommend approval of Planning Case 19-0043A a rezoning from FR (Farm Residential) to DF (Development Flex) based on the following conditions:**

**Case 19-0043A:**

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 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 Olson to recommend approval of Planning Case 19-0043B a preliminary plat to subdivide 174 acres into 259 lots and 6 outlots based on the following conditions:**

**Case 19-0043B:**

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 curb width. Except Austin Street will dedicate 70 feet of right-of-way and be constructed to 34 feet back to back of curb 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. 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.
5. 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.
6. 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.
7. 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.

8. Trunk Sanitary Sewer and Trunk Water main connection charges become due with platting for the Austin Street parcels. The current amount as of February 2020 is \$291,326.46.

9. The development plan shall indicate all structures will be protected from flooding.

10. A twenty foot buffer strip shall be considered adjacent to wetland edges and shall be placed in an easement.

11. RCWD permit is required prior to city approval of construction plans and specifications.

12. ACHD permit is required prior to city approval of construction plans and specifications.

13. The developer shall process a Letter of Map Change with FEMA prior to issuance of building permits for any portion of the development that is 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.

14. As-built surveys shall be required to verify structure elevations, custom grading requirements, and final lot grading elevations.

15. Park dedication will be required for the 258 lots being proposed at this time. Park dedication will be required to be paid by the developer at the rate in effect at the time of final plat approval and prior to the mylars for each phase being released for recording at Anoka County. Park dedication will be based on the uses provided in the plat.

16. Developer to install grouped mailboxes with design and locations approved by city and US Postal Service.

17. Developer shall explore water source for landscape irrigation systems installed throughout the development including the possible use of created ponds or storm water reuse.

18. 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.

19. The developer to deed Outlot F to the city with no credit for park dedication fees based on the value of this land. The developer to construct all of the above listed improvements at the time of development, and the city will give the developer park dedication credit for the cost of the improvements only. Details have not been finalized on these costs at this time, but this arrangement will be fully detailed in the development agreement associated with this plat. This work will require a separate permit from RCWD.

20. All development signage by separate review.

21. 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.

22. No work can occur on site until the 2040 Comprehensive Plan is approved by the Met Council.

23. All uses on Lots 1-3, Block 5 of the plat require the approval of a conditional use permit and no work is allowed on these sites at this time.

24. Site plan approval is required for the townhome area and the commercial lots when they are developed.

25. 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 North Meadows.

26. Signs to be posted stating truck traffic cannot go north of the townhome development on Austin until completion of the roadway.

Motion by Commissioner Olson to recommend approval of Planning Case 19-0043C a conditional use permit to allow for the construction of 72 single family homes, 54 twinhomes and 128 townhomes based on the following conditions:

Case 19-0043C:

Villas (60-foot wide lots) and Twinhomes (40-50 foot wide lots) - DF Development Standards

**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. 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 (Villas and Twinhomes).
2. Side yard setback - 7.5 feet for house and 7.5 feet for garage (Villas and exterior lot lines for Twinhomes).
3. Corner side yard setback - 20 feet. (Villas and exterior lot lines for Twinhomes).
4. Rear yard setback - 30 feet (Villas and Twinhomes)
5. Maximum building height - 2 1/2 stories or 35 feet.
6. It shall be required for all single-family and twinhome 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. One detached accessory storage building below 120 square feet is permitted provided it meets 5-foot side and rear yard setbacks and be located within the rear yard.
7. The minimum finished floor area above grade for all Villa homes shall be 1,300 square feet. The minimum finished floor area above grade for all Twinhomes shall be 1,600 square feet.
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 submitted for conditional use permit approval. Maintenance free materials must be used on all units. 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 two front yard trees with a minimum of 2½-inch caliper. Corner lots shall contain an additional yard tree.
14. All development entrance signage by separate permit.
15. The townhome associations must be responsible for maintenance of all buffer landscaping and fencing. The 8-foot privacy fence on the south side of Lots 5 and 6, Block 3 should be extended to also cover the rear lots of 1, 2, 3, 4, 7, 8, 9 and 10, Block 3. This fence must be a maintenance free vinyl fence.
16. All homes in the plat, regardless of proximity to 109th Avenue to meet noise abatement standards as required and outlined in Section 33.22 of the Zoning Ordinance.

**Townhomes (row and back-to-back)- DF Development Standards**

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 associated with the staff report for this item. This includes the exterior elevations of the townhomes.
2. All units facing the exterior of the townhome portion of the plat (as shown on the plat drawing) should have a masonry product added to the elevations. These areas will be viewed by other residential homes or the traveling public and it is important to provide a desirable appearance in these areas. Staff to approve the exterior plans for these elevations prior to issuance of the first building permit.
3. 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 33.00 (Performance Standards) of the Zoning Ordinance. A site plan application is required along with a Site Improvement Performance Agreement and associated financial guarantee.
4. Developer to install grouped mailboxes with design and location approve by the city and the US Postal Service.
5. Minimum floor area above ground for each unit shall be 1,700 sq. feet.
6. The landscape plan dated 1/10/2020 must be adhered to for this site and the association must be responsible for all maintenance and irrigation in the townhome area.
7. Underground irrigation must be used for all landscaped areas.
8. Sod shall be required on all disturbed areas and placed over 4 inches of black dirt that contains no more than 35% sand.
9. No detached accessory structures allowed except if needed to house underground irrigation controls.
10. Any entrance signage for the development requires a separate permit.
11. All units must contain an automated fire suppression system.
12. All unit exterior lighting must be approved by the Planning Department prior to installation.
13. 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.
14. All driveways and on site utilities are considered private and are the maintenance responsibility of the homeowners association for the units.

15. CUP approval is contingent upon the Metropolitan Council review and approval of the 2040 Comprehensive Plan that changes the land use for this site to HDR (High Density Residential).

16. All homes in the plat, regardless of proximity to 109th Avenue to meet noise abatement standards as required and outlined in Section 33.22 of the Zoning Ordinance.

**Motion seconded by Commissioner Homan. The motion passed 3-0.**

**Aye:** 3 - Chair Ouellette, Commissioner Homan, and Commissioner Olson

Chair Ouellette noted this would be on the agenda of the March 2, 2020 City Council meeting.

## **Adjournment**

Adjournment time was 8:12 p.m.

**Motion by Commissioner Homan to adjourn the Regular Planning Commission meeting. Motion seconded by Commissioner Olson. The motion passed 3-0.**

**Aye:** 3 - Chair Ouellette, Commissioner Homan, and Commissioner Olson