



# 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.*

*The council chambers will have limited seating, with audience chairs being set up at least six feet apart. There will be an overflow area where the meeting can be watched in the Cloverleaf Farms Room, also with chairs set up at least six feet apart.*

*Public comment options prior to the meeting must be received by 4:30 PM on Monday, December 13, 021. Email comments to: [Planning@BlaineMN.gov](mailto:Planning@BlaineMN.gov) or phone 763-785-6180.*

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Tuesday, November 9, 2021

7:00 PM

Council Chambers

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### 1. Roll Call

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

**Present:** 7 - Chair Ouellette, Commissioner Homan, Commissioner Goracke, Commissioner Olson, Commissioner Halpern, Deonauth, and Villella

### 2. Approval of Minutes

#### 2.-1

#### Approval of the October 12, 2021 Planning Commission Minutes

Attachments: [Unapproved Minutes 101221](#)

**Motion by Commissioner Olson to approve the minutes of October 12, 2021, as presented. Motion seconded by Commissioner Homan. The motion passed 6-0-1 (Halpern abstained).**

**Aye:** 6 - Chair Ouellette, Commissioner Homan, Commissioner Goracke, Olson, Deonauth, and Villella

**Abstain:** 1 - Commissioner Halpern

**3. Old Business**

None.

**4. New Business**

**4.-1**

**Public Hearing Case File No. 21-0073 // Wings Financial Credit Union // 370 125th Avenue NE**

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.

**Attachments:**    [Attachments](#)  
                              [Unapproved PC Minutes](#)

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 (125th 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.**

**Aye:** 7 - Chair Ouellette, Commissioner Homan, Commissioner Goracke, Olson, Commissioner Halpern, Deonauth, and Villella

Chair Ouellette noted this would be on the agenda of the December 6, 2021

city council meeting.

4.-2

**Public Hearing Case File No. 21-0059 // Summerville Meadows  
(Capital Trust LLC) // 12551 Lever Street NE**

The applicant is requesting the following:

1. Rezoning from FR (Farm Residential) to DF (Development Flex) to allow for the construction of 29 single family homes on 14.24 acres.
2. Preliminary plat approval to subdivide approximately 14.24 acres into 29 lots and 2 outlots.
3. Conditional use permit to allow for the construction of 29 single family homes in a DF (Development Flex) zoning district.

**Attachments:**    [Attachments](#)  
[Unapproved PC Minutes](#)

The report to the planning commission was presented by Shawn Kaye, Associate Planner. The public hearing for Case File 21-0059 was opened at 7:15PM. As no one wished to appear, the public hearing was closed at 7:15PM.

Commissioner Goracke stated he believed the price of the homes was coming in low considering the size of the homes.

Commissioner Halpern questioned if the homes would be slab on grade construction.

Associate Planner, Shawn Kaye reported the homes would be slab on grade.

**Motion by Commissioner Olson to recommend approval of Planning Case 21-0059A a rezoning from FR (Farm Residential) to DF (Development Flex) to allow for the construction of 29 single family homes on 14.24 acres based on the following rationale:**

**Case 21-0059A:**

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 single-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 Olson to recommend approval of Planning Case 21-0059B a preliminary plat to subdivide approximately 14.24 acres into 29 lots and 2 outlots based on the following conditions:**

**Case 21-0059B:**

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. 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. A 6-foot concrete sidewalk must be located on west side of street A and the north side of street B.
8. 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.
9. The development plan shall indicate all structures will be protected from flooding.
10. RCWD permits are required prior to city approval of construction plans and specifications.
11. As-built surveys shall be required to verify structure elevations, custom grading requirements, and final lot grading elevations.
12. Park dedication will be required for the 29 new lots being constructed at the rate of \$4,449 per unit, for a total park dedication fee of \$129,021 if paid and recorded in 2021. This amount must be paid prior to releasing the plat mylars for recording at Anoka County.
13. Developer will be required to pay the sanitary sewer and water main connection charges for the development. These charges must be paid prior to releasing the plat mylars for recording at Anoka County.
14. Developer will be required to pay the sanitary sewer trunk charge for all upland. This development is contained within Sanitary Sewer District 7 and the

2021 charge is \$6,747 per upland acre. This will apply to all area platted in 2021. This charge must be paid prior to the release of the plat mylars for recording at Anoka County.

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

16. 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.

17. All development signage by separate review.

18. Each lot in the development will be required to have the standard two overstory trees per lot (one front yard and one rear yard) (minimum size of 2.5 caliper inches) with extra plantings on corner lots. The landscape plan also includes additional plantings adjacent to Lever Street.

19. All existing structure removals require demolition permits and be removed prior to releasing the mylars for recording with Anoka County.

20. Noise Abatement Standards be incorporated into all housing constructed within 500 feet of 125th Avenue.

21. All wells and septic systems to be properly abandoned per all local and state requirements.

22. 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 Olson to recommend approval of Planning Case 21-0059C a conditional use permit to allow for the construction of 29 single family homes in a DF (Development Flex) zoning district based on the following conditions:

Case 21-0059C:

Single Family - DF Development Standards

Permitted Uses

1. Single-family detached dwellings.
2. Group family daycare.

Accessory Uses

1. Private attached garages - one detached accessory structure, with area less than 120 square feet, will be permitted.
2. Private swimming pools/meeting the requirements of Blaine Code of Ordinance Article IX, Division 2 and 3.
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 33.10.

**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. 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 homes shall be 1,300 square feet for a single level.
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.
10. 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.
11. All residential dwellings must be built in conformance with the current edition of the Minnesota State Building Code.
12. 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.
13. 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.
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.

16. Each lot in the development will be required to have the standard two overstory trees per lot (one front yard and one rear yard, minimum size of 2.5 caliper inches) with extra plantings on corner lots.

17. Noise Abatement Standards be incorporated into all housing constructed within 500 feet of 125th Avenue.

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

**Aye:** 7 - Chair Ouellette, Commissioner Homan, Commissioner Goracke, Olson, Commissioner Halpern, Deonauth, and Villella

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

#### 4.-3

#### **Planning Case File No. 21-0070 // City of Blaine**

The City is proposing a code amendment to the FR (Farm Residential), RE (Residential Estate), R-1 (Single Family), R-1AA (Single Family), R-1A (Single Family), R-1B (Single Family) and DF (Development Flex) zoning districts and Section 33 (Performance Standards) to allow accessory dwelling units in single family districts.

**Attachments:**     [Public Comments](#)  
                              [Unapproved PC Minutes](#)

The report to the planning commission was presented by Elizabeth Showalter, Community Development Specialist. The public hearing for Case File 21-0070 was opened at 7:22PM.

Chair Ouellette noted for the record receipt of a letter from Rob Lucy stating his neighbor just moved and may have been able to remain in his home if ADUs were allowed.

The public hearing was closed at 7:23PM.

Commissioner Villella stated he fully supported this code amendment going forward. He asked what neighboring cities were doing regarding ADUs.

Community Development Specialist, Elizabeth Showalter explained adjacent cities have not adopted ADU ordinances, but noted Burnsville and Plymouth have ordinances in place. She stated Fridley was in the process of approving an ADU ordinance.

Commissioner Halpern requested further information regarding the type of housing was in the R-1B zoning district.

Community Development Specialist, Elizabeth Showalter reported the R-1B



zoning district applied primarily to The Sanctuary neighborhood. She reported attached ADUs would be allowed in The Sanctuary, but detached units would not be allowed due to the restrictions on detached accessory buildings in general.

Commissioner Halpern questioned if density would become a concern if a number of homeowners had ADU's within the same neighborhood.

Community Development Specialist, Elizabeth Showalter stated generally utilization has been minimal in other communities due to the cost of building an ADU.

**Motion by Commissioner Villella to recommend approval of Planning Case 21-0070, the proposed code amendment to the FR (Farm Residential), RE (Residential Estate), R-1 (Single Family), R-1AA (Single Family), R-1A (Single Family), R-1B (Single Family) and DF (Development Flex) zoning districts and Section 33 (Performance Standards) to allow accessory dwelling units in single family districts. Motion seconded by Commissioner Goracke. The motion passed 7-0.**

**Aye:** 7 - Chair Ouellette, Commissioner Homan, Commissioner Goracke, Olson, Commissioner Halpern, Deonauth, and Villella

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

## **Adjournment**

Adjournment time was 7:29PM.

**Motion by Commissioner Olson to adjourn the regular planning commission meeting. Motion seconded by Commissioner Deonauth. The motion passed 7-0.**

**Aye:** 7 - Chair Ouellette, Commissioner Homan, Commissioner Goracke, Olson, Commissioner Halpern, Deonauth, and Villella