

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, FEBRUARY 10, 2025

The Ham Lake Planning Commission met for its regular meeting on Monday, February 10, 2025, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Commissioners Brian Pogalz, Kyle Lejonvarn, Jeff Entsminger, David Ross, Dave Ringler and Erin Dixon

MEMBERS ABSENT: Commissioner Jonathan Fisher

OTHERS PRESENT: City Engineer Dave Krugler and Building and Zoning Clerk Jennifer Bohr

CALL TO ORDER: Chair Pogalz called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Ross, seconded by Lejonvarn, to approve the minutes of the December 9, 2024, Planning Commission meeting as written. All present in favor, motion carried.

Chair Pogalz asked to address the Citrowske sketch plan prior to the public hearing for Elwell Commercial Park.

NEW BUSINESS:

Richard Citrowske requesting Sketch Plan approval of a residential development (two lots) in Section 26

Mr. Richard Citrowske was present. Mr. Citrowske stated he wants to divide his parcel into two lots so he can sell a lot. Mr. Citrowske stated that a third lot may be created in the future in phase two of the development. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the 11.4-acre parcel being divided is part of the Citrowske Addition plat which was approved in 1991. Engineer Krugler stated Mr. Citrowske is proposing to divide Lot 3, Block 1 of Citrowske Addition into three lots eventually; the first phase is to divide the parcel into two lots. Engineer Krugler stated if proposed Lot 1 is divided in the future, the existing pole barn will need to be removed as a pole barn cannot be on a parcel that does not have a dwelling unit; future submittals will be required to show the removal of the pole barn. Engineer Krugler stated the sketch

plan shows the location of septic and building pad borings for each lot; the soil boring logs must be submitted to the city for review. Engineer Krugler stated approval of the existing wetland delineation and plat approval is required from Coon Creek Watershed District. Engineer Krugler stated this sketch plan will follow the minor platting process where review of the preliminary and final plats will be done at the same meeting. Engineer Krugler stated Public Works Superintendent Witkowski recommends a \$2500 parkland dedication fee and a \$200 drainage fund contribution fee be paid for Lot 2. Chair Pogalz asked Engineer Krugler to verify that this sketch plan proposes to create a lot to the east of Mr. Citrowske's current home and the third lot proposed for phase two is to the west of his home. Engineer Krugler confirmed that was correct. **Motion by Pogalz, seconded by Entsminger, to recommend approval of the Sketch Plan presented by Richard Citrowske for two residential lots in Section 26 subject to paying a \$2500 parkland dedication and \$200 drainage fund contribution fee for Lot 2, submitting soil boring logs to the city for compliance review, ordering a septic compliance inspection on the existing septic system and submitting results to the city prior to preliminary plat approval, obtaining Coon Creek Watershed District approval, meeting the requirements of the City Engineer and meeting all City, County and State requirements.** Chair Pogalz asked Mr. Citrowske if he understood the conditions. Mr. Citrowske stated he understood. **All present in favor, motion carried.** *This application will be placed on the City Council's Tuesday, February 18, 2025, agenda.*

Commissioner Entsminger removed himself from the table due to his ownership interest in property adjacent to the proposed Elwell Commercial Park development and the potential for financial benefit as a contractor for the development.

PUBLIC HEARING:

Art Rosenberg of Lincoln Street Commercial, LLC, requesting Preliminary Plat approval and to rezone portions of land from CD-1 (Commercial Development I) to CD-2 (Commercial Development II) and portions of land from CD-1 (Commercial Development I) to R-A (Rural Single Family Residential) and portions of land from CD-2 (Commercial Development II) to CD-1 (Commercial Development I) for the Elwell Commercial Park Development (four commercial lots and one residential outlot) in Section 29

Mr. Art Rosenberg and Mr. Paul Boerboom from Lincoln Street Commercial, LLC, were present. Mr. Rosenberg spoke on behalf of the project. Mr. Rosenberg stated they are ready to move forward with the development of the plat. Mr. Rosenberg stated one lot is under contract and he hopes that the remaining three lots will be purchased this year. Mr. Rosenberg stated the goal is to have the development completed by the end of May. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the proposed development is on 37.25 acres. Engineer Krugler stated most of the land to the north and west of the four proposed commercial lots will be an outlot. Engineer Krugler stated a road easement for a future northern connection from 143rd Avenue NE to Andover Boulevard NE is shown on the plat. Engineer Krugler stated the two proposed western lots will be zoned Commercial Development II (CD-2), the two proposed eastern lots will be zoned Commercial Development I (CD-1) and the outlot will be zoned Rural Single Family Residential (R-A). Engineer Krugler stated the MSA commercial portion of 143rd Avenue NE from Highway 65 NE to Lincoln Street NE does not have the structural capacity for commercial traffic. Engineer Krugler stated originally the developer intended

to upgrade 143rd Avenue NE from Highway 65 NE to Johnson Street NE but per the recommendation of the Road Committee, the City Council has requested a feasibility study be provided to determine the viability of the city upgrading 143rd Avenue NE from Highway 65 NE to Lincoln Street NE; the feasibility study will be presented to the City Council at the February 18, 2025, meeting. Engineer Krugler stated the city would like to use MSA funding for the upgrade of 143rd Avenue NE. Engineer Krugler stated there is an existing billboard on proposed Lot 2. Engineer Krugler stated the billboard must be relocated or removed; if the billboard is relocated, it will require compliance with Article 11-320 of City Code and a sign permit will be required. Engineer Krugler stated there is a 50-foot Northern Natural Gas (NNG) easement over the southerly portion of the property; the development plans note requirements of working within the pipeline easement and state a NNG representative must be on-site when work is done within 25-feet of the pipeline. Commissioner Lejonvarn asked Engineer Krugler what changed to prompt the city to order a feasibility study to upgrade 143rd Avenue NE. Engineer Krugler stated the Road Committee determined it would be prudent to upgrade 143rd Avenue NE from Highway 65 NE to Lincoln Street NE rather than just have 143rd Avenue NE upgraded to Johnson Street NE due to the future connection of 143rd Avenue NE to Andover Boulevard NE via Lincoln Street NE. Chair Pogalz completed the inspection, a copy which is on file. Chair Pogalz stated the property is open land with residential homes adjacent to the development south of 143rd Avenue NE. Chair Pogalz stated a well casing is visible on the parcel. Mr. Rosenberg stated the wells for the houses that used to be on the property have been abandoned and sealed. Chair Pogalz stated there are approaches to Highway 65 NE to the east of the development. Engineer Krugler stated it is the developer's responsibility to remove the approaches located on Highway 65 NE. Chair Pogalz asked Engineer Krugler what the plan is for the northern extension of Lincoln Street NE. Engineer Krugler stated Lincoln Street NE is a designated frontage and MSA route from Bunker Lake Boulevard NE to Andover Boulevard NE and northward via Pierce Street NE until it connects with Central Avenue NE. Chair Pogalz asked Engineer Krugler when Lincoln Street NE extension to the north would be constructed. Engineer Krugler stated any projected timeline would be speculation at this time.

Chair Pogalz opened the public hearing at 6:20 p.m. and asked for public comment.

Chair Lejonvarn asked if 143rd Avenue NE would be upgraded before construction starts on proposed Lot 1. Engineer Krugler stated if the City Council approves the feasibility study at the February 18, 2025, meeting, bids could be solicited in May or June.

Tim Mayville, 14250 Pierce St NE. Mr. Mayville stated he is wondering what the development plans are for the farmland to the west of Elwell Commercial Park. Mr. Mayville stated a lot of dirt has been brought onto that parcel and he is wondering if the dirt will be used for farming or for fill for future development. Mr. Mayville stated he is looking forward to a connection between 143rd Avenue NE and Andover Boulevard NE. Mr. Mayville stated if additional development is done in the area, he would like to see fiber optic internet services become available to residents in Ham Lake.

Engineer Krugler stated the extension of Lincoln Street NE is on a project list for the future. Chair Pogalz stated that to comment on the development of the farmland to the west of Elwell Commercial Park would be speculative at this time. Chair Pogalz stated if

the land to the west of the proposed development would be rezoned in the future, a notice would be sent out and a public hearing would be held

Chris Sickmann, 1302 143rd Avenue NE. Mr. Sickmann stated extending Lincoln Street NE would be ideal for an additional access point to his residence and the area. Mr. Sickmann asked what the land west of Elwell Commercial Park will be zoned and asked if there would be development to the west of the commercial park. Mr. Sickmann stated he would like that area to remain residential.

Engineer Krugler stated the land to the west of proposed Elwell Commercial Park will be zoned Rural Single Family Residential (R-A). Engineer Krugler stated it will remain R-A until a development is proposed on that land in the future.

Chair Pogalz closed the public hearing at 6:34 p.m.

Motion by Pogalz, seconded by Dixon, to recommend approval of the Preliminary Plat and rezoning of Elwell Commercial Park, a four lot, one outlot commercial subdivision in Section 29 as presented by Art Rosenberg, of Lincoln Street Commercial, LLC, subject to the City Council approving the feasibility study and ordering plans and specifications to upgrade 143rd Avenue NE to meet commercial requirements from Highway 65 NE to Lincoln Street NE, providing the city with a quit claim deed for the realignment of the Lincoln Street NE connection from 143rd Avenue NE to Andover Boulevard NE, providing proof of the conveyance of Outlot A to 1163 143rd Avenue NE, no issuance of building permits, for any of the commercial lots, will be done until proof of conveyance is received, razing the existing billboard on proposed Lot 2, obtaining a sign permit in conformance with Articles 11-310.2 and 11-320 for any future signs and providing access to any future signs, obtaining approval, including rezoning, for any future lots within any portion of the expanded 1163 143rd Avenue NE, meeting the requirements of the City Engineer, meeting all City, State and County requirements. Commissioners Pogalz, Lejonvarn, Ringer, Ross, and Dixon voted yes, Commissioner Entsminger abstained from the vote. Motion carried. *This application will be placed on the City Council's Tuesday, February 18, 2025, agenda.*

COMMISSION BUSINESS:

City Council Update

Chair Pogalz informed the Commissioners that the City Council concurred with the Commission's recommendations to approve the preliminary and final plats for Elevate Hope House. There will not be a Planning Commissioner present at the February 18, 2025, City Council meeting.

ADJOURNMENT:

Motion by Dixon, seconded by Lejonvarn, to adjourn the Planning Commission meeting at 6:38 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk