

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, JUNE 14, 2021

The Ham Lake Planning Commission met for its regular meeting on Monday, June 14, 2021 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, Erin Dixon, Scott Heaton, Jonathan Fisher and Jeff Entsminger

MEMBERS ABSENT: Commissioner Dave Ringler

OTHERS PRESENT: City Engineer Tom Collins 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 Lejonvarn, seconded by Dixon, to approve the minutes of the May 24, 2021 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARINGS:

Roger and Sue Haugen, S & R Developers LLC, requesting Preliminary Plat approval for Enchanted Estates 3rd Addition (8 Single Family Residential lots) in Section 14.

Roger and Sue Haugen were present. Mr. Jason Rud, of E.G. Rud & Sons, Inc. land surveying company, spoke on the Haugen's behalf. Mr. Rud stated the Enchanted Estates plat received preliminary plat approval in 2005. Mr. Rud stated the grading and the infrastructure (drainage features, streets, etc.) for the overall plat was done at that time. Mr. Rud stated the developers then decided to construct the plat in phases. Mr. Rud stated the initial preliminary plat approval expired in 2011 so a new preliminary plat approval request was submitted for the third phase of development. Chair Pogalz asked Engineer Collins to comment on the plat. Engineer Collins stated the project conforms to the Enchanted Estates Preliminary Plat (which included rezoning the property to R-1, Single Family Residential) approved by the City Council on October 18, 2004; construction of the streets adjacent to the preliminary plat was completed in 2007. Engineer Collins stated the Coon Creek Watershed District conditionally approved the development and noted there is a conservation easement over a wetland mitigation area on portions of Lots 3, 4 and 5 of Block 1; the easement is governed by a Declaration of Restrictions and Covenants from the Board of Water and Soil Resources and approvals are needed, prior to final plat approval, for adding fill or modifying the conservation

easement. Engineer Collins stated a license agreement will be needed for Lot 1, Block 2 due to the septic line crossing the drainage and utility easement. Engineer Collins stated each lot will be assessed a parkland dedication fee per section 7A of the Development Agreement signed on September 2, 2005. Commissioner Entsminger completed the inspection, a copy which is on file. Commissioner Entsminger stated the area is a good location for residential development; the streets have been constructed and the area of the proposed development has a park, ponds and tree cover.

Chair Pogalz opened the public hearing at 6:08 p.m. and asked for public comment; with there being none, he closed the public hearing at 6:09 p.m.

Motion by Entsminger, seconded by Lejonvarn, to recommend approval of the Preliminary Plat of Enchanted Estates 3rd Addition in Section 14, as presented by Roger and Sue Haugen of S & R Developers LLC, subject to obtaining approval from the Coon Creek Watershed District, obtaining approval from the Board of Water and Soil Resources to modify the current Conservation Easement that is over portions of Lots 3, 4 and 5 of Block 1, obtaining a License Agreement for the septic line crossing the drainage and utility easement on Lot 1, Block 2, meeting all requirements of the City Engineer and meeting all City, State and County requirements. All present in favor, motion carried. *This application will be placed on the City Council's Monday, June 21, 2021 agenda.*

Coco March, Greens World Inc., requesting a Conditional Use Permit to operate a nutritional supplement business at 14200 Lincoln Street NE, Suites 200, 300 and 500.

Teng Thao, Office Manager, was present. Mr. Thao stated the company is leasing space in the building and they have renovated the space to store the nutritional goods they sell. Mr. Thao stated they receive a delivery, via semi-truck, of nutritional goods once to twice a week and have daily outgoing UPS small package pick-up. Commissioner Lejonvarn completed the inspection, a copy which is on file. Commissioner Lejonvarn asked Mr. Thao if the business operated from any other suite(s) in addition to suite 500. Mr. Thao stated the company operates from suites 200, 300 and 500. Commissioner Lejonvarn stated the site plan identifies office space within the building; it appears suite 200 may be a business center and suite 300 may be used for packaging and shipping of product but overall what he saw was a warehouse operation. Commissioner Lejonvarn stated the location appears to have adequate parking space, there is a handicap parking space with a sign, however, there is no striping left on the concrete in the parking lot.

Chair Pogalz opened the public hearing at 6:16 p.m. and asked for public comment; with there being none, he closed the public hearing at 6:16 p.m.

Motion by Lejonvarn, seconded by Fisher, to recommend approval of a Conditional Use Permit, as requested by Coco March, to operate Greens World Inc. at 14200 Lincoln Street NE, suites 200, 300 & 500, subject to operating hours of 6:00 a.m. to 5:00 p.m., no outside storage, striping the parking lot and meeting all City, State and County requirements. All present in favor, motion carried. *This application will be placed on the City Council's Monday, June 21, 2021 agenda.*

NEW BUSINESS:

Jason and Kari Lund requesting a Home Occupation Permit to operate Plaid Anvil Consulting, LLC at 14948 Madison Street NE.

Mr. Jason Lund, owner, was present. Mr. Lund stated his company is a technology services company providing consulting services to commercial furniture dealerships and manufacturers across the United States. Mr. Lund stated there is no retail or in-home service provided to his clients; all client engagements are performed at the client's office or via online conferencing platforms. Commissioner Fisher completed the inspection, a copy which is on file. Commissioner Fisher stated he drove by Mr. Lund's home, he did not request to go inside the home to inspect his home office, and spoke with Mr. Lund via telephone; the work he is doing within his home office is similar to the work many other residents are currently doing in their homes. **Motion by Fisher, seconded by Entsminger, to recommend approval of the Home Occupation Permit, requested by Jason and Kari Lund, to operate Plaid Anvil Consulting, LLC at 14948 Madison Street NE, subject to the following conditions: complying with criteria outlined in Article 9-350.1 of the City Code, all activities being carried on indoors, no customer meetings at the residence and meeting all City, State and County requirements. All present in favor, motion carried.** *This item will be placed on the June 21, 2021 City Council agenda.*

COMMISSION BUSINESS:

Chair Pogalz recognized a special guest at the meeting, Ms. Natalie Lund. Ms. Lund, Senior Patrol Leader of Troop 5509, attended the meeting to observe topics of discussion where multiple points of view are given on issues; she is working to earn a communication merit badge.

City Council Update

Commissioner Dixon attended the City Council's June 7, 2021 meeting. Commissioner Dixon stated the City Council discussed the recommendations suggested for Article 9-220; the City Council has tasked the Code Review Committee and the City Attorney to refine the recommendations and create amendments to Article 9. Commissioner Heaton will attend the June 21, 2021 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Fisher, to adjourn the Planning Commission meeting at 6:27 p.m. All present in favor, motion carried.

Jennifer Bohr
Zoning and Building Clerk