

CITY OF HAM LAKE  
PLANNING COMMISSION MINUTES  
MONDAY, JUNE 27, 2022

The Ham Lake Planning Commission met for its regular meeting on Monday, June 27, 2022 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Chair Brian Pogalz and Commissioners Dave Ringler, Scott Heaton, Jeff Entsminger and Jonathan Fisher

**MEMBERS ABSENT:** Commissioners Kyle Lejonvarn and Erin Dixson

**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 Ringler, seconded by Fisher, to approve the minutes of the June 13, 2022 Planning Commission meeting as written. All present in favor, motion carried.**

**PUBLIC HEARING:** None

**NEW BUSINESS:**

Gary Houle, Lino Lakes Landscaping, requesting Sketch Plan approval for Bluegrass Estates 3rd Addition (16 single family residential lots) located in Section 01.

Mr. Gary Houle was present. Chair Pogalz stated the overall Bluegrass Estates Sketch Plan was approved in 2003 and Preliminary Plat approval was in 2005; due to the length of time that has passed, and some minor revisions, a Sketch Plan for the third phase has been submitted. Engineer Collins stated there are 16 lots proposed in the third addition and 6 lots proposed in a future fourth addition. Engineer Collins stated the temporary cul-de-sac in the southerly portion of the 16-lot development will be extended to the Lexington Avenue NE and Broadway Avenue NE intersection when the future 6 lot development is constructed; the alignment proposed for that street extension is different than what was approved in 2005. Engineer Collins stated 178<sup>th</sup> Avenue NE is the northern most outlet to Lexington Avenue NE, a County roadway. Engineer Collins stated that the Anoka County Highway Department wanted northbound and southbound

turn lanes constructed at the Lexington Avenue NE and Broadway Avenue NE intersection when they reviewed this development years ago; there may be turn lane and/or bypass lane requirements at 178<sup>th</sup> Avenue NE outlet. Engineer Collins stated a 20-foot trail easement to be dedicated on the east side of the development, adjacent to Anoka County right-of-way, is impacting livability requirements for Lot 5. Engineer Collins stated Section 10-302.C of the City Code is not clear as to whether or not trail easements can encroach into yard areas; a message will be sent to the City Attorney to clarify this. Engineer Collins stated the variance should be granted as the lot would meet livability requirements if a trail easement was not required. Engineer Collins stated he would recommend a variance to the 300-foot intersection spacing from Lexington Avenue NE to the proposed Stutz Street NE at 178<sup>th</sup> Avenue NE due to the significant amount of resulting wetland impacts if Stutz Street NE is moved further west to meet the 300-foot intersection spacing from Lexington Avenue NE. Engineer Collins stated in 2004 and 2006 the Park and Tree Commission recommended the dedication of a 20-foot trail easement along Lexington Avenue NE and that the developer should obtain approval for wetland impacts and wetland mitigation associated with the future construction of the trail by the City; the value of the 20-foot trail easement and the cost of the wetland mitigation study should be deducted from the parkland dedication fee. Engineer Collins stated Public Works Superintendent John Witkowski does not recommend acquiring any additional land, beyond what has already been dedicated for the 6.95-acre park. Engineer Collins stated the majority of the proposed development is within a FEMA, Zone A, 100-year flood boundary; Letters of Map Amendment (LOMA) will be required. Engineer Collins stated the plat will require approval from two watersheds-the Coon Creek Watershed District (CCWD) and the Sunrise River Watershed District. **Motion by Pogalz, seconded by Ringler, to recommend approval of the Bluegrass Estates 3<sup>rd</sup> Addition Sketch Plan presented by Gary Houle, Lino Lakes Landscaping, for a 16-lot single family residential plat located in Section 01 subject to obtaining a variance to the yard area requirement due to the City requiring a 20-foot trail easement along Lexington Avenue NE, obtaining a variance to the 300-foot intersection spacing from Lexington Avenue NE to the proposed Stutz Street NE at 178<sup>th</sup> Avenue NE due to the amount of wetland to the west of Stutz Street NE, obtaining a 20-foot trail easement west of Lexington Avenue NE, the developer obtaining approval for wetland impacts and wetland mitigation associated with constructing the trail, accepting money in lieu of parkland deducting the value of the trail and the cost of the wetland mitigation study from monies due, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All present in favor, motion carried. This item will be placed on the July 5, 2022 City Council Agenda.**

Larry Schwartz requesting Sketch Plan approval for Schwartz Estates (3 single family residential lots) located in Section 23.

Mr. and Mrs. Larry Schwartz were present. Chair Pogalz asked Engineer Collins to comment on the plat. Engineer Collins stated the plat consists of three lots and it will be reviewed as a minor plat. Engineer Collins stated the current zoning is Rural Single Family Residential (R-A), the proposed zoning is Single Family Residential (R-1). Engineer Collins stated the plans show an existing house and accessory building on Lot 1 which are to be removed. Engineer Collins stated a septic compliance inspection is not

required for Lot 1 with the existing structures as soil borings for the proposed septic system on that lot have already been done. Engineer Collins stated the wetland boundary on the plans in the southeast corner of the plat will need to be modified as the wetland area is larger than what is shown on the sketch plan; the approximate southerly third of the proposed plat is designated as FEMA Flood Zone A, the final plans will need to show the Zone A boundary; CCWD approval is needed for the plat although CCWD has confirmed that the process of platting 3 lots on this property does not trigger their stormwater requirements. Engineer Collins stated Public Works Superintendent John Witkowski recommends accepting money in lieu of parkland for this plat; a \$2500 parkland fee and a \$200 drainage fee will be required for each lot in the plat; the fees will have to be paid before a building permit can be issued; there will not be any road improvements in this development so there will not be a development agreement. Engineer Collins stated the existing fence in the 155<sup>th</sup> Avenue NE right-of-way will need to be removed and that will need to be shown on the preliminary/final plat submittal. Mr. Schwartz stated the home that was on Lot 1 has already been removed but the pole barn is not proposed to be removed. Engineer Collins stated the preliminary/final plat submittal will need to verify that the accessory building complies with City Code. **Motion by Pogalz, seconded by Heaton, to recommend approval of the Schwartz Estates Sketch Plan presented by Larry Schwartz, for a 3-lot single family residential plat located in Section 23 subject to the removal of the house on Lot 1, removal of the existing fence within the 155<sup>th</sup> Avenue NE right-of-way, accepting money in lieu of parkland, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All present in favor, motion carried. *This item will be placed on the July 5, 2022 City Council Agenda.***

**COMMISSION BUSINESS:**

City Council Update

A commissioner was not present at the June 20, 2022 City Council meeting; no update was given. A Planning Commissioner will not be present at the July 5, 2022 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.**

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Jennifer Bohr  
Building and Zoning Clerk