

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, SEPTEMBER 27, 2021

The Ham Lake Planning Commission met for its regular meeting on Monday, September 27, 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, Dave Ringler, Scott Heaton and Jeff Entsminger

MEMBERS ABSENT: Commissioners Jonathan Fisher and Erin Dixon

OTHERS PRESENT: Building and Zoning Official, Mark Jones 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 Ringler, to approve the minutes of the September 13, 2021 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Consideration of Amendments to Article 9 of the Ham Lake City Code

Chair Pogalz stated the Planning Commission proposed several modifications to Article 9 in May of 2021; since that time the Building and Zoning Official, Attorney Murphy and members of the Code Committee have discussed the proposed changes and drafted amendments to Article 9 which are before the Commission for review and comment. There was brief discussion on the change of roofs having 6-inch fascia from 9.5 inch. Building and Zoning Official Jones stated 6-inch fascia is normally what is used; the change to Article 9-220.2.a.vi is being proposed to be consistent with what is listed in other sections of the Code. Commissioner Fisher was not present but had emailed his comments on proposed changes to Article 9-350, Home Occupation Permits. The Commissioners discussed his comments and decided to recommend adding some of Commissioner Fisher's suggestions to the proposed changes for Article 9-350. Building and Zoning Official Jones explained changes made to Article 9-220.2.a and 9-220.2.b and noted Office Warehouses are going to be a permitted use in CD-1 and CD-2 zoning in the future. The Commissioners had much discussion on the proposed change to Article

9-220.1.a, paving standard for all mercantile districts. Commissioner Heaton stated requiring paving on all surfaces employees have access to may not be feasible for some types of businesses. Building and Zoning Official Jones stated the proposed change is an attempt to make paving requirements consistent for mercantile and industrial districts. Commissioner Ringler stated the code should define paving requirements for the public and for business's employees. The Commissioners discussed parking scenarios for employees and the public for several business types in the City and the impact the proposed change to Article 9-220.1.a could have on businesses in the future.

Chair Pogalz opened the public hearing at 6:37 p.m. and asked for public comment; with there being none, he closed the public hearing at 6:37 p.m.

Motion by Heaton, seconded by Lejonvarn, to recommend approval of the amendments to Article 9 with the following proposed changes to Sections 9-220.1.a, 9-220.2.a.vi and 9-350.

For Article 9-220.1.a, remove the words *and employees* from the proposed changes.

For Article 9-220.2.a.vi, All roofs shall have a minimum 6 inch fascia;

For Article 9-350, reword the last sentence of this section so as to read: This requirement for a *Home Occupation* permit shall not apply to any enterprise consisting entirely of computer or internet-based activities or non-manufacturing activities carried out entirely within the dwelling, where all employees live at the residence, where no specialized chemicals are used by the business, where there is no customer traffic and there are no physical deliveries requiring vehicles larger than normal small parcel delivery services (USPS, UPS, FEDEX, etc.) Commissioners Pogalz, Lejonvarn, Entsminger and Heaton voted yes, Commissioner Ringler voted no, motion carried. *This item will be placed on the October 4, 2021 City Council Agenda.*

NEW BUSINESS: None

COMMISSION BUSINESS:

City Council Update

Chair Pogalz attended the September 20, 2021 City Council meeting and updated the Planning Commission on action taken. Commissioner Heaton will attend the October 4, 2021 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Lejonvarn, to adjourn the Planning Commission meeting at 7:21 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk