



Planning Commission

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

Karin Derauf, Deputy City Clerk

Wednesday, April 27, 2022

7:00 PM

City Center - Council Chamber

1. Call to Order

2. Roll Call

Attendee Name	Title	Status	Arrived
Paul Girard	Commission Chair	Present	
Susan Young	Commission Vice-Chair	Present	
Kevin Miller	Planning Commissioner	Absent	
Michael Kuehn	Planning Commissioner	Present	
Justin Brink	Planning Commissioner	Absent	
Geneva Kubal	Planning Commissioner	Present	

3. Pledge of Allegiance

4. Approve the Agenda

Motion to: Approve the Agenda

Comments:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Geneva Kubal, Commissioner
SECONDER:	Susan Young, Commissioner
AYES:	Girard, Young, Kubal, Kuehn
NAYS:	
ABSTAIN:	
ABSENT:	Miller, Brink

5. Approve Planning Commission Meeting Minutes from March 23, 2022

Motion to: Approve Planning Commission Meeting Minutes from March 23, 2022

Comments:



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RESULT: ADOPTED [UNANIMOUS]
MOVER: Susan Young, Commissioner
SECONDER: Geneva Kubal, Commissioner
AYES: Girard, Young, Kubal, Kuehn
NAYS:
ABSTAIN:
ABSENT: Miller, Brink

6. Tietz Farm Preliminary Plat and Variance Application

Comments: Interim Zoning Administrator Fuerst presented information on Tietz Farm Preliminary Plat and Variance application. He noted that the future land use is a mix of rural residential, agricultural, and mixed use. He presented a graphic of the parcel and commented that the application meets the criteria of the Comprehensive Plan. He discussed the access points of the southern two parcels and commented that the Variance pertains to the property access as well as the prohibition of private roads or private drive. He noted that parkland dedication will be calculated at the final plat and that cash in lieu will be the preferred dedication. He commented about excavated areas and restoration requirements by the City and Watershed and also noted that a conservation easement will be included.

Interim Zoning Administrator Fuerst discussed subdivision variances versus zoning variances and that the request meets the criteria. He also noted that there is not a public benefit of extending Imperial Avenue so findings will support the City Zoning Ordinance. He commented on the length of the private drives for emergency services noting that they meet the criteria.

Commissioner Kuehn commented that private roads are not allowed in new subdivisions and asked about the variance. Commissioner Young commented on permanent easements for the private driveways to the property and Interim Zoning Administrator Fuerst indicated permanent easements would be part of the development agreement. There was discussion regarding the access points for all parcels and if parcels 3 and 4 would have driveways from Imperial Avenue.

Public Hearing opened at 7:16 p.m.

Darla Peterson, Resident, commented on paving of Imperial Avenue. Interim Zoning Administrator Fuerst answered that there will be some gravel paving of Imperial Avenue at



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the cost of the developer, noting that the City would maintain with no assessment to other residents. Darla also asked about any runoff issues. Chair Girard commented that that would be part of the requirement with the building permit.

Virginia Jensen, Resident, asked about the finished surface of driveways that will be in the area. Interim Zoning Administrator Fuerst commented that that would be up to the applicants. Virginia expressed concern of gravel driveways and dust.

Britta Johnson, Resident, asked about subdivision of the parcels in the future. Commissioner Young commented that the City cannot afford to lay new water and sewer lines in this area at this time. She also expressed that individuals have the right to subdivide their property if they choose as long as it meets the city criteria.

Public Hearing closed at 7:26 p.m.

Motion to: Approve the Zoning Variance to Section 153.077 with Conditions 1 through 6 as Identified by Staff

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Geneva Kubal, Commissioner
SECONDER:	Mike Kuehn, Commissioner
AYES:	Girard, Young, Kubal, Kuehn
NAYS:	
ABSTAIN:	
ABSENT:	Miller, Brink

Motion to: Recommend to City Council the Approval of the Subdivision Variance to Public Frontage Requirements in Section 152.003 with Conditions 1 through 6 as Identified by Staff



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RESULT: ADOPTED [UNANIMOUS]
MOVER: Geneva Kubal, Commissioner
SECONDER: Mike Kuehn, Commissioner
AYES: Girard, Young, Kubal, Kuehn
NAYS:
ABSTAIN:
ABSENT: Miller, Brink

Motion to: Recommend to City Council the Approval of the Preliminary Plat for Tietz Farm with Conditions 1 through 6 as Identified by Staff

RESULT: ADOPTED [UNANIMOUS]
MOVER: Geneva Kubal, Commissioner
SECONDER: Mike Kuehn, Commissioner
AYES: Girard, Young, Kubal, Kuehn
NAYS:
ABSTAIN: Miller, Brink

7. McDonald's Site Plan Review

Comments: Interim Zoning Administrator, Frannie Nielsen, provided information regarding the McDonald's Site Plan Review for the Planning Commission to make recommendation to the City Council for approval. She provided additional information about a grease interceptor and a new façade. She indicated that there will be a change to ADA parking and the rest of the parking lot will remain the same. She also noted that the request includes four new wall signs, other additional signage, and an update to the drive-thru. She indicated that all signage meets the City requirements. She commented that the proposed site plan does not include a change to any lighting. She provided options for the Planning Commission in their recommendation to Council.

Commissioner Kuehn asked for an explanation of the grease interceptor. Interim Zoning Administrator Fuerst commented that it will be installed underground.

Tom Meyer with Landform Professional Services and representative for McDonald's was available for questions.



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Motion to: Planning Commission Approve the Application including Staff Recommendations 1 through 9 with Recommendation 9 as Engineering Requirements and a Change to Number 4 Stating the Four Wall Signs shall Meet Current Permitting Standards

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Young, Commissioner
SECONDER:	Geneva Kubal, Commissioner
AYES:	Girard, Young, Kuehn, Kubal
NAYS:	
ABSTAIN:	
ABSENT:	Miller, Brink

8. Shadow Creek Estates Concept Plan Review

Comments: Interim Zoning Administrator Fuerst indicated the Shadow Creek Estates Concept Plan has been revised again. He noted that the northwest corner has changed to include a different configuration of townhome units and additional units added to the southwest corner. He indicated that there may be changes to the Comprehensive Plan and Zoning Map as the six-plexes and single-family homes do not currently meet the prescribed land uses. He noted that the Comprehensive Plan as this area is zoned multi-family which is defined as eight or greater units.

Commissioner Young commented on the farm area of the parcel and consideration of interim use for any future property sales. Interim Zoning Administrator Fuerst noted that one consideration would be to apply for an IUP for this portion of the parcel. Young also commented that the six-plexes are getting closer to the appropriate density requirements. Interim Zoning Administrator Fuerst commented on the appropriate land use based on the Comprehensive Plan.

Chair Girard commented that this plan is getting closer to the City requirements and commented on lot width and total sq. ft. of lots still being too small. Commissioner Young noted that it is not the Commission's role to ensure the developer makes a profit on their development. Interim Zoning Administrator Fuerst commented that the trail connection issue still has not been addressed. Chair Girard commented that there will not be a positive vote if the trail connection is not resolved. The developer's representative, Rhea Christianson, commented that she could not speak to the trail connection issue.



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Commissioner Kubal asked about parking and Interim Zoning Administrator Fuerst indicated he would need to speak to the Public Works and Engineering departments. Chair Girard noted that there is no MX3 zoning in this area and he is not in favor of spot zoning. There was a discussion about the different land use districts in the area, which included MXR-1, Commercial, and Industrial uses.

There was discussion by the Commission regarding parking areas and that the developer will have to provide a plan for parking in the six-plex area.

9. Parkland Dedication Discussion

Comments: Interim Zoning Administrator Fuerst presented information about parkland dedication and the way cash-in-lieu fees are to be calculated. He noted the City Attorney had reviewed the ordinance, and is being proactive to ensure the ordinance is compliant with the state statutes. Fuerst commented that each development will be considered individually and that the dedication requirement is proportional to the need of the development. He also commented on the fee schedule change that will accompany any ordinance changes to parkland dedication language.

Commissioner Young commented about lack of maintenance funding and that she would like to see language that speaks to the utilization of parkland dedication fees to replace existing unsafe park equipment if that is allowable according to state statute.

Motion to: Recommend to City Council that a Change to the Parkland Dedication Ordinance is Warranted with Additional Language that Includes Utilization of Parkland Dedication Fees for Park Equipment Replacement if Allowable According to State Statute.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul Girard, Chair
SECONDER:	Susan Young, Commissioner
AYES:	Girard, Young, Kuehn, Kubal
NAYS:	
ABSTAIN:	
ABSENT:	Miller, Brink



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10. Other

Fuerst commented on the Wilcox property and unpermitted parking areas. He noted that will be at the next Planning Commission Meeting. He also commented on an application for a Gateway Green PUD Amendment, which will be reviewed at the next meeting. He also noted that he will be bringing a review of the residential lots to the next meeting.

Commissioner Kubal commented about the opening seats on commissions. There was discussion about the commission page on the City website as well as commission training.

11. Adjourn

Motion to: Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Kuehn, Commissioner
SECONDER:	Geneva Kubal, Commissioner
AYES:	Girard, Young, Kuehn, Kubal
ABSENT:	Miller, Brink