



# Planning Commission

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Karin Derauf, Deputy City Clerk

Wednesday, January 11, 2023

7:00 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

### 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	Present	
Justin Brink	Planning Commissioner	Present	
Geneva Kubal	Planning Commissioner	Present	
Don Stehler	Planning Commissioner	Present	

### 3. Pledge of Allegiance

### 4. Approve the Agenda

Comments:

Motion to: Approve the Agenda

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Don Stehler, Commissioner
<b>SECONDER:</b>	Kevin Miller, Commissioner
<b>AYES:</b>	Girard, Young, Miller, Brink, Kubal, Stehler
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

### 5. Consent Agenda

a. Approve Planning Commission Meeting Minutes from December 14, 2022

Comments:

Motion to: Approve Consent Agenda Items 5. a.



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**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Kevin Miller, Commissioner  
**SECONDER:** Justin Brink, Commissioner  
**AYES:** Girard, Young, Miller, Brink, Kubal, Stehler  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:**

## 6. Regular Agenda

### a. Resolution 01-11-23-01 - Variances for XXXX 240<sup>th</sup> Street North (Between 5293 and 5295 240<sup>th</sup> St N – PID 06.032.21.14.0002)

Comments: City Planner Roberts presented information for a property located on 240<sup>th</sup> St N and a request for variances for setbacks. One is for the septic system components less than 10 feet from the property line and the other is for the secondary system elements to be 60 feet from the wetlands. He noted that the topography and wetlands limit choices for septic system location on the property. He noted that the shape of the property, wetlands, and topography presents a practical difficulty and meets additional conditions of variance criteria.

Commissioner Young commented on adding a 7<sup>th</sup> condition that the applicant comply with the rules of Washington County for septic system construction and maintenance. Chair Girard commented on the 60 foot distance from the wetland noting the condition states “of the wetland”. City Planner Roberts clarified it should say 60 feet “from” the wetland.

Dan Middlestadt, applicant, commented that it has been a great amount of work to come up with configuration for the home and septic on the property. He noted that he grew up in Forest Lake and has wanted to move back to the area.

Commissioner Miller commented on lenders needing maintenance agreements on the property as the location is on a private road.

Public Hearing opened at 7:16 p.m.

Public Hearing closed at 7:17 p.m.

Commissioner Miller asked if the City will require any type of maintenance or shared driveway agreement on this private road. City Planner Roberts indicated the City would not require that. He noted that the road is really a long private driveway. The applicant indicated that their closing documents stipulated that they had to agree to an easement with the other properties to access the road.



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Commissioner Stehler commented on maintenance of the septic system. City Planner Roberts indicated the County has standards but doesn't see any harm in including them in the City records.

**Motion to:** Approve the Two (2) Variance Requests to Allow the Installation of a Primary and Secondary Septic System on the Property Located at XXXX 240th Street North (PID: 06-032-21-14-0002) with Six (6) Conditions as Cited and the Addition of a 7<sup>th</sup> Condition Stating the Applicant Shall Fully Comply with All Rules and Conditions Promulgated by Washington County Regarding Septic System Construction and Operation.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Young, Commissioner
<b>SECONDER:</b>	Geneva Kubal, Commissioner
<b>AYES:</b>	Girard, Young, Miller, Brink, Kubal, Stehler
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

### b. Accessory Dwelling Units Discussion

Comments: Community Development Director Wittman commented on the draft ordinance on accessory dwelling units that was heard at the last Planning Commission Meeting. She noted the feedback from the Commission and cited the changes she made to the ordinance as presented tonight. She commented on consistency with the Comprehensive Plan and the public benefit.

Commissioner Young asked for clarification on sentence structure in section 1. She also commented on the shared water / sewer system of the ADU with the primary dwelling unit. Commissioner Miller commented on the capacity of an existing septic and the addition of another unit. Commissioner Young commented on section 6. d. pertaining to the area of the structure.

**Motion to:** Recommend to City Council to Approve the Ordinance Amending Title XV, Land Usage, Chapter 153, Zoning Code, Related to the Inclusion of Accessory Dwelling Units in the Agricultural (A) Zoning District



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<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kevin Miller, Commissioner
<b>SECONDER:</b>	Justin Brink, Commissioner
<b>AYES:</b>	Girard, Young, Miller, Brink, Kubal, Stehler
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

### 7. Other

Comments: Community Development Director Wittman thanked Commissioner Brink, Commissioner Kubal, and Chair Girard for continuing on with the Commission. She also noted that Councilmember Roberts has been appointed as the Council Liaison to the Planning Commission. There was discussion regarding the next meeting and the electronic billboard ordinance.

### 8. Adjourn

Motion to: Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Young, Commissioner
<b>SECONDER:</b>	Geneva Kubal, Commissioner
<b>AYES:</b>	Girard, Young, Miller, Brink, Kubal, Stehler
<b>ABSENT:</b>	