

# PLANNING COMMISSION MEETING MINUTES

## CITY OF GRANT

January 22, 2007

**Present:** Holly Borelli, Dean Strehlau, Kevin Fernandez, Craig Johnston, Gene House, Elizabeth Mursko, Glenn Larson and Joyce Welander

**Absent:** Christine Bray

**Staff Present:** City Planner, Dick Thompson and City Clerk, Kim Points

### 1. CALL TO ORDER

Chair House called the meeting to order at 7:04 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF AGENDA

Commissioner Welander added Item 3a, Oath of Office and Item 3b, Planning Commission/City Council Discussion.

A MOTION was made by Commissioner Welander to approve the agenda as amended. Commissioner Strehlau seconded the motion. MOTION carried 8-0.

- a. **Oath of Office** – Commissioner Welander administered the Oath of Office to Glenn Larson, newly appointed Planning Commissioner.
- b. **Planning Commission/City Council Discussion** – Mayor Carr came forward and thanked the Commissioners for serving in the volunteer positions on the Commission. He stated he is available to the Commissioners and looks forward to working with them. He noted he does believe in following the City ordinances as written.

Council Member Linner came forward and stated she has been a Council Member for two years. She thanked the Commissions for their work on the Planning Commission. She stated she would like to see the Commission follow the ordinances and try to be diligent and consistent. She wished the Commission a good year.

Council Member Levitz came forward and also thanked the Planning Commission for their work. She stated she has been on the City Council for two years. She requested the Commission adhere to the Comprehensive Plan as written.

Council Member Fogelson came forward and stated he is a new Council Member. He thanked the Commissioner's for serving the City. He expressed concern relating to the City working as a team to get the Comprehensive Plan completed. He noted he is willing to help with the completion of the Plan.

Council Member Hinseth came forward and stated he is new on the City Council. He congratulated Commissioner Larson on his appointment to the Commission and thanked the Commission for allowing him to Chair the Commission last year. He told the Commission to feel free to call him with any questions, advice or discussions regarding

City business. He stated he believes the ordinances are in place to be followed and he encouraged the Commission to do so. He noted he does have information regarding the Watershed Districts if the Commission would like it.

2. **APPROVAL OF MINUTES, DECEMBER 18, 2006**

Commissioner Welander referred to Item 4, page 1, and suggested corrections to statements she had made.

Commissioner Fernandez stated he believes the minutes accurately reflect what took place during the meeting.

Commissioner Welander agreed to not make the changes.

A MOTION was made by Commissioner Johnston to approve the December 18, 2006 minutes, as presented. Commissioner Strehlau seconded the motion. MOTION carried 7-1 with Commissioner Welander voting nay.

5. **NEW BUSINESS**

- a. **Election of Chair and Vice Chair** – Commissioner Strehlau advised the Commission normally selects officers in March. He requested Chair House continue to Chair the Commission until that time.

A MOTION was made by Commissioner Strehlau to recommend Chair House continue to Chair the Commission until March 2007. Commissioner Fernandez seconded the motion. MOTION carried 7-1 with Chair House voting nay.

b. **Planning Commission Appointments**

**Oak Wilt** – Commissioner Johnston volunteered for the Oak Wilt Commission appointment.

**Weed Inspector** – Commissioner Welander volunteered for the Weed Inspector appointment.

**Browns Creek/Valley Branch Watershed District Representative** – Commissioner Johnston volunteered to represent the Browns Creek and Valley Branch Watershed Districts.

**Rice Creek/Carnelian-Marine Watershed District Representative** – Commissioner Mursko volunteered to represent the Rice Creek/Carnelian-Marine Watershed Districts.

A MOTION was made by Commissioner Welander to approve the above appointments as outlined. Commissioner Fernandez seconded the motion. MOTION carried 8-0.

c. **City Planner's Report**

**Reiland Plat Concept Plan** – City Planner Thompson explained the process regarding pre-application review or concept plan noting the purpose is to determine if a plan meets the City ordinances. He stated not all questions can be answered but the process does help developers move forward and answer all the questions. Once a formal application is received, the developer could move forward with the preliminary plat process.

City Planner Thompson advised he met with Brad Reiland, the applicant, and Harold Peterson from James R. Hill, the applicant's engineer to discuss the proposed major subdivision at 8765 68<sup>th</sup> Street North on Friday, January 5, 2007. Fees were received in the amount of \$1,000 and escrow in the amount of \$2,500. These fees have been forwarded to the City.

City Planner Thompson advised the property, located at 8765 68<sup>th</sup> Street North and called Reiland Major Subdivision, consists of a 42.5 acre parcel being subdivided into four lots ranging from 23.3 acres to 5 acres in size. There is a larger wetland located across the western part of the property and several smaller wetlands on other parts of the property.

City Planner Thompson stated after initial review of the concept plan provided, the following potential issues were discussed:

- \* The size of each lot, must meet minimum for lot averaging and must include Lot 4
- \* Number of horses on large parcel, existing owner
- \* Grazeable acres, proof of agreement for additional grazing areas
- \* Bermed area along cul-de-sac, screening
- \* Access to Gateway trail for each lot, possible easement
- \* Buildable acres for each lot
- \* Setbacks from water

Mr. Harold Peterson, representative for Mr. Reiland, came forward and reviewed the concept plan in detail noting the proposed name for the project is Gateway Vista. He requested direction from the Planning Commission.

The Planning Commission requested additional information including details regarding setbacks, wetlands, lot sizes, cul-de-sac requirements and the placement of structures.

**Hidden Bay Estates Plat Concept Plan** – City Planner Thompson advised on December 14, 2006, Staff met with Pioneer Engineering and the applicant's representative to discuss the major subdivision, Hidden Bay Estates, in the City of Grant. Fees were received in the amount of \$300, however, the application fee and Major Subdivision fee in total will be \$1,025. This does not include escrow amounts, which would be \$2,500.

City Planner Thompson stated the property, located at 9765 110<sup>th</sup> Street and called Hidden Bay Estates Major Subdivision, consists of a 64.21 acre parcel being subdivided into five lots ranging from 17.1 acres to 8.6 acres in size. There is a large wetland located across the property.

City Planner Thompson advised when looking at the concept plan, the following items emerged as potential issues:

- \* Length of cul-de-sac
- \* The size of each lot, at least 10 acres, or averaging
- \* Potential that density for this subdivision was used elsewhere
- \* Buildable acres for each lot, especially Lot 3 – broken up by water
- \* Wetland Delineation
- \* Wetland areas and configuration of lots to conform to 5 acre minimum
- \* Placement of structures
- \* Shoreland Ordinance/DNR status of water features on property
- \* Setbacks from water
- \* Steep Slopes
- \* County Road 9/110<sup>th</sup> Street intersection: Access spacing

Mr. Tim White came forward and referred to the concept plan noting the plan preserves the rural character of the City of Grant. He also introduced Ms. Anna Brenes with Pioneer Engineering.

Ms. Brenes reviewed the concept plan in detail noting proposed subdivision exceeds the City's permitted density for the area, and proposed to avoid wetland impacts. A preliminary winter wetland boundary was delineated on the site to estimate where the potential boundaries fall, and to determine setback and buffer area. The individual lots on the site would be custom graded to reduce and void impacts to trees. The proposed longer cul-de-sac is unavoidable due to the natural site constraints and previously platted subdivisions adjacent to the site. The current road configuration reduces or avoids impacts to natural site features, and infringement on adjacent properties.

The Planning Commission indicated potential issues may include the length of the cul-de-sac, setting precedence for variances and the outbuilding square footage.

**Bruggeman Plat Concept Plan** – City Planner Thompson advised a concept plan meeting has not been held relating to the Bruggeman Plat Concept Plan. Fees were received in the amount of \$2,875, with \$375 applied to the application fee and \$2,500 in escrow. These fees have been forwarded to the City.

City Planner Thompson stated the property, located at 6873 Ideal Avenue North and called Bruggeman Major Subdivision, consists of a 31.5 acre parcel being subdivided into three lots. Two scenarios were presented, one with three lots ranging from 21 acres to 5 acres in size. The second scenario had three lots ranging in size from 14 acres to 5 acres.

City Planner Thompson advised the following potential issues were identified when reviewing the concept plan provided:

- \* Driveway Access
- \* Drainage Plans
- \* Soil tests for on-site
- \* Certificate of Survey
- \* Wetland Limits
- \* Buildable area
- \* Elevation of building site

Mr. Paul Bruggeman, applicant, came forward and reviewed the concept plan in detail noting the intent of the subdivision is to build another home.

The Planning Commission indicated potential issues may include submitting an escrow for accessory buildings, the location of the driveway and road access. The Planning Commission also asked for information regarding the intent of the ordinance regarding inscribing a 300 foot circle within a lot. The City Planner will provide that information to Mr. Bruggeman.

## 6. **OLD BUSINESS**

There was no old business.

## 7. **ADJOURNMENT**

Chair House noted the next Planning Commission meeting will be held February 26, 2007, 7:00 p.m.

A MOTION was made by Commissioner Johnston to adjourn the meeting at 9:00p.m. Commissioner Borrelli seconded the motion. MOTION carried unanimously.

Respectfully submitted,

Kim Points  
City Clerk

FINAL