



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, July 13, 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	Absent	
Kevin Miller	Planning Commissioner	Present	
Michael Kuehn	Planning Commissioner	Absent	
Justin Brink	Planning Commissioner	Present	
Geneva Kubal	Planning Commissioner	Absent	
Don Stehler	Planning Commissioner	Present	

3. Pledge of Allegiance

4. Approve the Agenda

Comments:

Motion to: Approve the Agenda

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

5. Approve Planning Commission Meeting Minutes from June 22, 2022

Comments:

Motion to: Approve Planning Commission Meeting Minutes from June 22, 2022



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RESULT:	ADOPTED [3 to 1]
MOVER:	Kevin Miller, Commissioner
SECONDER:	Don Stehler, Commissioner
AYES:	Miller, Brink, Stehler
NAYS:	
ABSTAIN:	Girard
ABSENT:	Young, Kuehn, Kubal

6. 9686 210th St Ct – Variance Application for Impervious Surface Maximum

Comments: Interim Zoning Administrator Fuerst provided information on a variance for impervious surface maximum at the property located at 9686 210th St Ct. The proposal is to completely demolish the existing structure and rebuild a new structure. The Building Department recognized that more than 25% of the property will be composed of impervious surface when the building permit application was submitted and forwarded the application to the zoning department for a variance request.

Zoning Staff indicated that there are permeable surfaces are allowed as part of an active policy within the City Codes. It was noted that the Engineering Department, Public Works Department, DNR, and Comfort Lake Forest Lake Watershed District have all reviewed the project.

Commissioner Miller asked who ensures the permeable surface products used are still in place. Interim Zoning Administrator Fuerst indicated Staff will review the site every three years as part of the code requirements.

Commissioner Stehler asked the process by the DNR and by Comfort Lake Forest Lake Watershed for determining the percentage of permeable surfaces. Interim Zoning Administrator Fuerst explained to the Commission how these rules are applied to properties by outside agencies.

Chair Girard asked about the three-year review process and future changes to the property. Interim Zoning Administrator Fuerst indicated that there is an agreement that will be recorded against the property.

Tom and Kent, from TJB Homes, provided comments on the parcel, including the amount of existing concrete and proposed rain gardens.



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Public Hearing opened at 7:31 p.m.

Deputy City Clerk Derauf read an email into record from Carols and Abby Jimenez in support of the project with some concerns of water runoff and erosion, demolition debris, and ground vibrations due to heavy machinery.

Public Hearing closed at 7:34 p.m.

Commissioner Brink expressed concern about setting a precedence with the variance and that the hardship is of the owner’s doing rather than unique property considerations. Chair Girard also expressed the same concerns. Commissioner Stehler commented on if they adversely affecting their neighbors. Commissioner Brink commented that the owner cannot rely on ignorance of not knowing the regulations of permeable surfaces and that there are other options to them outside of seeking a variance. Chair Girard expressed that there are other lots in the same area that have managed to build without a variance to their property.

Motion to: Approve the Variance Application for 3.9% above the Impervious Surface Maximum for a Total of 28.9% Impervious Surface for the Property at 9686 210th St Ct with the Four Conditions Required by Staff.

RESULT:	FAILED [2 to 2]
MOVER:	Kevin Miller, Commissioner
SECONDER:	Don Stehler, Commissioner
AYES:	Miller, Stehler
NAYS:	Girard, Brink
ABSTAIN:	
ABSENT:	Young, Kuehn, Kubal

7. Classic Construction – Conditional Use Permit Application for Bridge Academy Childcare

Comments: Interim Zoning Administrator Fuerst provided information for a conditional use permit for a property located at the corner of Headwaters Pkwy and Headwaters Blvd. He noted that the land use is compatible with the Comprehensive Plan and commented that the parcel is 2.6 acres, indicating that the setbacks will be met, the building will be one story, and does not exceed impervious limitations on the site. He noted that the building design criteria has been met.



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He commented there will be sidewalks that connect to the trail along with several playground areas that will be fenced in. He also noted that landscaping is required and has met City Code with the exception of eight trees. He commented that Staff has recommended to the applicant to include the additional trees. He provided detail on proposed lighting, trash enclosure, signage and parking as meeting the requirements.

Public Hearing opened at 7:55 p.m.

Public Hearing closed at 7:56 p.m.

Commissioner Miller asked the applicants about any security precautions for daytime use when children are present in the building.

Jessica Mulder and Laura Samuelson answered that they are required to have an emergency preparedness plan including an intruder drill, Police notifications, and other precautions. Jessica indicated they have used the plans as practice

Motion to: Approve Conditional Use Permit request for the Proposed Bridge Academy Daycare with Conditions 1 through 12 as Proposed by Staff

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

Motion to: Approve Site Plan for the Proposed Bridge Academy Daycare with the 12 Conditions Provided by Staff



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

8. 190th St N – Daninger Minor Subdivision (PID: 2803221430001)

Comments: Interim Zoning Administrator, Frannie Nielsen, provided information for a minor subdivision for the property located at 190th St N. She noted the proposal is to create two buildable lots which will continue to be used as agricultural farm land and that it is compatible with the Comprehensive Plan. She indicated that the Engineering Department has reviewed the application who provided requirements. She noted that the Fire Department did not provide any comments and that the Rice Creek Watershed District requires a permit. She commented that parkland dedication will be reviewed by the Parks, Trails, and Lakes Commission on July 20, 2022 and make their recommendation at that time to City Council.

Luke Daninger, applicant, indicated that his goal is to move to the area and participate in the family farm.

Public Hearing opened at 8:05 p.m.

Public Hearing closed at 8:06 p.m.

Motion to: Recommend to City Council to Approve the Minor Subdivision with the Conditions 1 through 7 as Provided by Staff

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



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9. Downtown Plan Recommendation

Comments: Abbi Wittman, Community Development Director, provided information to the Planning Commission on the Downtown Plan noting the process that has been followed. She indicated that the Plan includes redevelopment options, parking options, and other amenities which has been broken down into short and long-term planning. She defined the boundaries of the area indicating that a loop has been accounted for in the Plan as a vehicular path. She pointed out potential redevelopment sites, optional parking locations, and potential relocation of the beach house, a veteran's memorial, and other amenities.

Commissioner Miller asked about the veteran's memorial. Community Development Director Wittman indicated that there will be a new design of the current memorial. Commissioner Miller asked about phases of the Plan and Community Development Director Wittman indicated that priorities will be determined as funding sources are considered. Mayor Bain also commented about the individual projects and consideration of funding. She noted that this is intended to be a 20-year plan with the individual projects spanning that timeframe as funding is available.

Chair Girard asked about ownership of Lake Street and Broadway and if there have been conversations with the County and State regarding development of this area. Community Development Director noted that there are some initial discussions with Washington County regarding take back of Lake Street/Highway 61.

Commissioner Brink asked about incentives to building owners. Community Development Director Wittman indicated that the EDA will work on policies regarding these options. Chair Girard asked about the MU-1 District and how closely the Downtown Area matches that boundary. Chair Girard also asked about the paseo shown on the map and Mayor Bain indicated that is a proposed pedestrian facility to get from potential parking on the west side of Lake Street to the east side of Lake Street and the park.

Motion to: Recommend to Council to Approve the Downtown Plan



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AYES: Girard, Miller, Brink, Stehler
NAYS:
ABSTAIN:
ABSENT: Young, Kuehn, Kubal

10. Other

Comments: Mayor Bain thanked the Planning Commission for their work during the year and consideration of the Plan. She also commented on the budget season beginning in August. Commissioner Miller commented on the challenges about code enforcement and asked if staff will be hired in the near future. Mayor Bain commented on the economic concerns and constraints that may be seen in the future. Community Development Director Wittman commented on the staffing challenges. She noted that the City has started the process to advertise for the Zoning Administrator position to replace the former Administrator. She also commented on potential Commissioner training to help define the roles and responsibilities for the Planning Commission.

11. Adjourn

Motion to: Adjourn

RESULT: ADOPTED [UNANIMOUS]
MOVER: Don Stehler, Commissioner
SECONDER: Justin Brink, Commissioner
AYES: Girard, Miller, Brink, Stehler
ABSENT: Young, Kuehn, Kubal