



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 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	Present	
Michael Kuehn	Planning Commissioner	Absent	
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

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

5. Approve Planning Commission Meeting Minutes from July 13, 2022

Comments:

Motion to: Approve Planning Commission Meeting Minutes from July 13, 2022, with the following changes to Roll Call to add Paul Girard and Don Stehler as present at the meeting, Item Number 6 with Kevin Miller and Don Stehler voting Aye, and Adjournment with Paul Girard voting aye on the motion and Commissioner Young not voting as she was absent.



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 27, 2022

7:00 PM

City Center - Council Chamber

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

6. Norhart/Eve Minor Subdivision and Site Plan Review Applications

Comments: Community Development Director Wittman provided a description of the site plan. She commented there are three requests including a lot line adjustment. She provided additional information on building design and how that relates to the City design standards. She indicated the property and proposed plan conforms to the City woodland, lighting, parking, and landscaping requirements. Staff noted that there are concerns about external storage and is requiring a long-term screening plan for any external storage. She noted the site plan has been reviewed by the PTL Commission and a fee in lieu of parkland dedication is acceptable. She also indicated that Staff recommends approval with 13 conditions listed in the Staff report.

Commissioner Young expressed concern regarding access points from Highway 97. Director Wittman provided comments from MNDot and access to the site. She also commented on the lot split and guaranteed access to the back lot. Staff noted that there will be a shared easement as part of the agreement and memorialized and recorded to the property. Commissioner Young also asked about silt fencing surrounding various portions of the property. She asked additional questions about fencing and access to the property. Staff indicated that the Fire Chief has proposed three fire hydrants on the site.

Commissioner Stehler asked about if the road medium will be built on Scandia Trail during construction so there will only be a right in and right out of the property site. There were additional comments about the access to emergency vehicles.

Applicant, Mary Beth Wise, provided additional information about the site and what the Norhart factory will offer to the Forest Lake Community including specialized jobs in automation and robotics, and tax revenue. She indicated there will be approximately 10 trucks per day, one semi, and 20 cars per day.



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 27, 2022

7:00 PM

City Center - Council Chamber

Commissioner Miller asked about what type of panels the company will build. The Construction Manager for Norhart noted that steel wall panels and concrete panels will be built for construction of multi-family housing structures. Commissioner Miller also asked about the types of jobs and number of jobs they would have available. Commissioner Kubal asked about the current employees and if they would move to the additional employees. She also asked about pay and benefits for any future employees.

Public Hearing opened at: 7:41 p.m.

Public Hearing closed at: 7:42 p.m.

Motion to: Recommend Approval to Council for the Approval of the Minor Subdivision with the Thirteen Conditions as Provided in the Staff Report

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

Motion to: Approve the Site Plan Review with the Thirteen Conditions as Cited in the Staff Report and the Additional Condition of a Review of Access and Vehicle Size by the City Engineer and MnDOT

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



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 27, 2022

7:00 PM

City Center - Council Chamber

7. 402 8th St SW (PID 08032213200006) Minor Subdivision Application

Comments: Interim Zoning Administrator Fuerst provided information on the property at 402 8th St SW and a proposed lot split resulting in two parcels. He indicated that Parcel B has an existing home and garage. He noted that both parcels will meet the City zoning requirements. He indicated that Staff has commented on the application and that a drainage easement will be required by the City Engineer. He also noted that city sewer and water services will be installed according to City requirements. Zoning Administrator Fuerst indicated that the application was reviewed by the PTL Commission and they were in favor of cash in lieu of the parkland dedication requirements. He noted that the applicant will be asking for a waiver of the \$3,500 fee.

Commissioner Young asked about setback requirements and easements.

Public Hearing opened at: 7:57 p.m.

Resident, John Shelton, expressed concerns on where the applicant will be building a new house on Parcel A.

Public Hearing closed at: 7:59 p.m.

Motion to: Recommend to City Council to Approve the Minor Subdivision for the property located at 402 8th St SW with the Seven Conditions as Cited in the Staff Report

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

8. Other



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 27, 2022

7:00 PM

City Center - Council Chamber

Comments: Community Development Director Wittman commented on the reports that will be supplied to the Planning Commission for future meetings. Some of the details that will be removed from reports include detailed engineering information. She also indicated that floor plans will also be removed for safety concerns to residents. There was additional conversation regarding the information that will be in the reports. She also indicated the next meeting agenda have a discussion of MXR-1. She also noted that there will be an open house on August 15, 2022 at 4:30 p.m. to discuss CSAH 32. She commented on training for Commissioners in September.

Zoning Administrator Fuerst commented that there are several developments moving forward.

Commissioner Miller asked about the variance that was denied at the last meeting. Interim Zoning Administrator Fuerst indicated they will be working on a redesign of their plan.

9. Adjourn

Motion to: Adjourn

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