



3800 Laverne Avenue North
Lake Elmo, MN 55042

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NOTICE OF MEETING

The City of Lake Elmo
Planning Commission will conduct a meeting on
Monday August 12, 2019
at 7:00 p.m.

AGENDA

1. Pledge of Allegiance
2. Approve Agenda
3. Approve Minutes
 - a. July 22, 2019
4. Public Hearings
 - a. Carmelite Hermitage (8249 Demontreville Trail)

Access Variance - Chapel
Conditional Use Permit
 - b. Kwik Trip Fuel Station/Convenience Store (Inwood Avenue N. and 5th Street North)

Minor Subdivision
Conditional Use Permit
 - c. Subdivision Ordinance Update
5. New Business
 - a. Union Park First Addition – Easement Vacations and Final Plat (5th Street N. and Julia Ave.)
6. Communications/Updates
 - a. City Council Update
 - b. Staff Updates
 - c. Upcoming Meetings:
 1. August 26, 2019
 2. September 9, 2019
7. Adjourn

***Note: Every effort will be made to accommodate person or persons that need special considerations to attend this meeting due to a health condition or disability. Please contact the Lake Elmo City Clerk if you are in need of special accommodations.



**City of Lake Elmo
Planning Commission Meeting
Minutes of July 22, 2019**

Commissioner Weeks called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.

COMMISSIONERS PRESENT: Hartley, Holtz, Risner, Steil and Weeks

COMMISSIONERS ABSENT: Cadenhead

STAFF PRESENT: Planning Director Roberts

Approve Agenda:

M/S/P: Hartley/Steil move to approve the agenda, ***Vote: 6-0, motion carried unanimously.***

Approve Minutes:

M/S/P: Hartley/Risner, move to approve the July 8, 2019 minutes as presented, ***Vote: 6-0, motion carried unanimously.***

No Public Hearings

Elect Vice-Chairperson

Risner nominated and appointed.

Subdivision Ordinance Update

Roberts explained that updates to the Comprehensive Plan and the Zoning Code has created a need for updates to subdivision ordinance. The Parks Commission reviewed park dedication requirements for the mixed use zoning districts the City adopted this year.

Roberts stated staff is proposing that Final Plats should only be reviewed by the Planning Commission if there is substantial change from the Preliminary Plat for subdivisions, not PUDs. The Planning Commission agreed to this change.

Discussion about how to reference and further define the trails plan regarding connectivity.

The Planning Commission agreed upon changing the language to future planned trails.

Hartley mentioned a few changes that he noticed in the staff recommendation. He pointed out Item 3 mentioned subdivision but should have mentioned legal description since it is located in the consolidation section. Hartly stated that in Preliminary Major Subdivisions Item 7 references MN Statute 505 that explains how to design a plat document to be recorded, it does not describe the process. It should be referenced in section A and then mention the City has additional requirements.

The Commission had discussion about the street naming policy and asked staff to verify the current direction from the City Council. They also discussed the reference to septic drainfield sizing, purpose, need for two drainfields, and that it is regulated by the County.

The Commission discussed cul-de-sac, dead end road, and temporary stub roads on whether they should be allowed in subdivisions. They agreed to schedule the public hearing for the next meeting August 12, 2019.

City Council Updates – July 16, 2019

1. 39th Street senior housing concept review. The Council seemed generally supportive. The applicant has drafted a plan with only one driveway onto 39th Street N and moved the north building about 20 feet south to protect the trees.

Staff Updates

1. Upcoming Meeting
 - a. August 12, 2019 – Kwik Trip proposal for Inwood Ave and 5th St, Carmelites have applied for their variance and to discuss direct access including the easement language, the public hearing will only be for the variance and not for the CUP since that was taken last time and close, and possibly a preliminary plat for the first phase of Bentley Village which is now called Union Park.
2. Jeff asked has there been a delay in the Hudson Road realignment? Does that impact the school district? Roberts answered that the realignment is on hold as the developer works out details. A condition of approval for the school district to occupy the garage site was to be connected to water and sewer by December. The developer has not begun work on the connection.
3. Roberts explained that the Council discussed the potential use for the former 3M property that was given to the City.

Meeting adjourned at 8:37 pm

Respectfully submitted,

Tanya Nuss
Permit Technician