



3800 Laverne Avenue North
Lake Elmo, MN 55042

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NOTICE OF SPECIAL MEETING

The City of Lake Elmo
Planning Commission will conduct a **SPECIAL** meeting on
Thursday August 13, 2020
at 7:00 p.m.

AGENDA

Note: Social Distancing protocols will be in place in the City Council Chambers

1. Pledge of Allegiance
2. Approve Agenda
3. Approve Minutes
 - a. July 27, 2020
4. Public Hearing

None
5. New Business
 - a. **Carmelite Hermitage of the Blessed Virgin Mary** – Request to extend the time to start or implement the Conditions of Approval for a Conditional Use Permit (8249 Demontreville Trail)
6. Communications/Updates
 - a. City Council Update:

08-04-20 Meeting Fence Code Update
 - b. Staff Updates
 - c. Upcoming PC Meetings:
 1. August 24, 2020
 2. September 14, 2020
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 Monday July 27, 2020**

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

COMMISSIONERS PRESENT: Cadenhead, Weeks, Graen, Holtz, Mueller and Steil

COMMISSIONERS ABSENT: Risner

STAFF PRESENT: Planning Director Roberts

Approve Agenda:

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

Approval of Minutes:

M/S/P: Cadenhead/Mueller moved to approve the Planning Commission minutes of July 13, 2020. **Vote: 6-0, motion carried.**

Public Hearings

- a. **Comprehensive Plan Amendments** – MUSA Boundary Change, Update to City's Wastewater Facilities and Land Use Plans – Sanitary Sewer Service Area Extension and Re-guidance to Village Low Density Residential - **4212 Lake Elmo Avenue and 10875 43rd Street North**

Director Roberts explained that Steve and Martha Pott of 4212 Lake Elmo Avenue and Jed and Darla Wier of 10875 43rd Street North have applied to the City to amend the land use plan designation for their properties and to change the City's MUSA (Metropolitan Urban Service Area) boundary. Their properties are currently outside the MUSA and the proposed boundary change would extend the MUSA boundary north to 43rd Street putting their properties in the MUSA. This boundary change, if approved by the City, would make their properties eligible to have City sanitary sewer service.

Roberts noted that the proposed MUSA boundary change and land use plan change would allow for the extension of sanitary sewer (and city water) throughout the two properties from the City sanitary sewer system that is in the Legacy at North Star development to the south. Such utility extensions would occur as part of the future subdivision or redevelopment of the properties. He also clarified that no new development is proposed at this time.

He also explained that this sanitary sewer change, however, requires City Council and Met Council approval of several changes to the recently adopted 2040 Comprehensive Plan. The changes are required because the two properties are not now included in the MUSA (Metropolitan Urban Service Area) nor had the City included these properties in the Wastewater calculations in the 2040 Comprehensive Plan.

Director Roberts explained that the two properties for this request are not now included in the MUSA in the City and that the applicant provided City staff with a map that shows their properties were in the MUSA until at least 2013. Roberts also showed the Commission several maps from the 2030 Comprehensive Plan that shows their two properties and some of the property north of 43rd Street in the Old Village Planning Area and the planned sanitary sewer service area (which includes the areas of the City planned to be in the MUSA).

Roberts concluded his presentation by outlining the two staff recommendations:

1. That the Planning Commission recommend approval of amendments to the Land Use Plan and to the Wastewater Services and Facilities Plan of the 2040 Comprehensive Plan by adding the properties located at 4212 Lake Elmo Avenue and 10875 43rd Street North to the City's sanitary sewer area; and
2. That the Planning Commission recommend approval of an amendment to the Land Use Plan of the Comprehensive Plan, re-guiding the aforementioned existing two properties from RAD (Rural Area Development) to V- LDR (Village Low-density Residential).

Director Roberts then answered questions from the Commission about the proposed MUSA Boundary change and Comprehensive Plan Amendment.

Cadenhead opened the public hearing at 7:25 pm.

Neil Krueger, 4452 Lake Elmo Avenue North, commented about the proposed changes to the MUSA boundary and land use plan. He expressed concerns about the potential for negative effects on surface water and ground water that future development could have on the area. He also noted that the south one-half the properties in question could probably be served by sewer relatively easily but the area on the north side nearest 43rd Street would be more difficult because of the grade changes on the properties. In addition, Mr. Krueger noted that new development on these two properties could have negative effects on their existing Christmas tree business.

Steve Pott, applicant and property owner residing at 4212 Lake Elmo Avenue, provided the Commission with a few clarifying comments about the request and the history and existing conditions of the properties.

Cadenhead closed the public hearing at 7:35 pm.

The Commission discussed the proposed MUSA Boundary change and land use plan change. They also reviewed the history the Village Planning and MUSA Boundary

M/S/P: Weeks/Steil moved to recommend approval of the of amendments to the Land Use Plan and to the Wastewater Services and Facilities Plan of the 2040 Comprehensive Plan by adding the properties located at 4212 Lake Elmo Avenue and 10875 43rd Street North to the City's sanitary sewer area. **Vote: 5-1 (Graen no), motion carried.**

M/S/P: Weeks/Steil moved to recommend approval of the proposed amendment to the Land Use Plan of the Comprehensive Plan, re-guiding the aforementioned existing two properties from RAD (Rural Area Development) to V- LDR (Village Low-density Residential). **Vote: 6-0, motion carried.**

New Business

None

Staff and Commission Updates

Roberts reported that at July, 21, 2020 City Council Meeting the Council reviewed and discussed for a second meeting the Bruggeman OP-PUD Concept Plan for the property located at 2500 Manning Avenue. The Council approved the proposed Concept Plan with 4 modifications or exceptions to the Code as outlined in the staff report. The Council also reviewed and discussed the Schiltgens Farm Concept PUD. The Council was not in complete support of the proposed townhouses and expressed concerns about the road and intersection needs as outlined by Washington County. The Council tabled action on the proposed Concept Plan to a later meeting.

Roberts reminded the Commission of the upcoming PC Meetings on August 10, 2020 and on August 24, 2020.

Meeting adjourned at 8:08 pm.

Respectfully submitted,

Ken Roberts – Lake Elmo Planning Director