



**City of Lake Elmo Planning Commission Meeting  
City Council Chambers – 3800 Laverne Avenue North  
Minutes of Regular Meeting of  
March 27, 2023**

**CALL TO ORDER:** Commission Vice Chair Steil called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.

**COMMISSIONERS PRESENT:** Risner, Bohlig, Geffre, Vrieze

**COMMISSIONERS ABSENT:** Rehkamp, Steil, Williams

**STAFF PRESENT:** City Planner Sophia Jensen, Jenni Faulkner- Bolton & Menk

**Pledge of Allegiance** at 7:00 PM

Welcome Dennis Geffre and Michelle Bohlig to the Planning Commission

**Approve Agenda:**

M/S/P: Vrieze / Bohlig: made a motion to approve the agenda. **Vote: 4-0, motion carried unanimously**

**Approve Minutes:**

M/S/P: Vrieze / Bohlig made a motion to approve the 2-27-23 and 3-13-23 meeting minutes. **Vote: 4-0, motion carried unanimously.**

**Public Hearing:**

**a) Minor Subdivision.** Frisbie Properties LLC has submitted an application for a 2-lot minor subdivision located at PID 13.029.21.22.0014. The sites are to be developed at a later date.

Jenni Falkner, Bolton & Menk, gave presentation and answered questions.

Applicant Matt Frisbie spoke and answered questions.

**DRAFT FINDINGS**

Staff is recommending that the Planning Commission consider the following findings with regards to the proposed Lot 3, Block 2 Brookman 3rd Addition minor subdivision:

- That the Brookman 3rd Addition minor subdivision is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
- That the Brookman 3rd Addition minor subdivision is consistent with the future development plans of the area and with the standards of the City's V-MX – Village Mixed Use zoning district including lot width and minimum lot area.
- That the Brookman 3rd Addition minor subdivision meets the requirements of the City's subdivision ordinance and specifically the requirements concerning exceptions to platting.
- 

M/S/P: Vrieze / Geffre moved to open the public hearing at 7:08 PM. **Vote: 4-0, motion carried unanimously.**

Public Comment:

Bob Horn, 11030A 39<sup>th</sup> St. N., wanted to know when the daycare would be open, and asked for more information regarding the trees.

M/S/P: Bohlig / Vrieze moved to close the public hearing at 7:11 PM. **Vote: 4-0, motion carried unanimously.**

M/S/P: Vrieze / Geffre moved to recommend approval of the Brookman 3<sup>rd</sup> Addition Minor Subdivision based on the findings of fact and conditions presented in the staff report **Vote: 4-0, motion carried unanimously.**

Lake Elmo Planning Commission Meeting Minutes: 3-27-23

**Public Hearing:**

- b) **PUD Ordinance Text Amendment.** The City of Lake Elmo has initiated a zoning text amendment to require adoption the PUD ordinance at the time of Preliminary PUD outlined in Article XVIII Planned Unit Development Regulations.

Jenni Faulkner with Bolten & Menk gave presentation and answered question.

M/S/P: Vrieze / Geffre moved to open the public hearing at 7:18 PM. **Vote: 4-0, motion carried unanimously.**

No public comment

M/S/P: Geffre / Vrieze moved to close the public hearing at 7:19 PM. **Vote: 4-0, motion carried unanimously.**

M/S/P: Vrieze / Bohlig moved to recommend approval of proposed ordinance changes amending Article XVIII Planned Unit Development (PUD) Regulations. **Vote: 4-0, motion carried unanimously.**

**Public Hearing:**

- c) **SAC Determination Text Amendment.** The City of Lake Elmo has initiated a text amendment to the City Code Section 105.04.620 to clarify how SAC units are calculated and to be in line with Met Council's determinations.

City Planner Jensen gave presentation and answered questions.

M/S/P: Geffre / Bohlig moved to open the public hearing at 7:23 PM. **Vote: 4-0, motion carried unanimously.**

No public comments

M/S/P: Bohlig / Vrieze moved to close the public hearing at 7:23 PM. **Vote: 4-0, motion carried unanimously.**

M/S/P: Vrieze / Geffre moved to recommend approval of proposed text amendment, amending section 105.04.620 SAC Determinations as presented. **Vote: 4-0, motion carried unanimously.**

**New/Unfinished Business**

N/A

**Communications/Updates - City Council Updates**

- i. Top Soil Text Amendment 3-21-2023 - Passed
- ii. New Energy Equity Solar Farm Conditional Use Permit 3-21-2023 – Tabled until 4-4-2023

**Upcoming Meetings**

- a) April 10, 2023
- b) April 24, 2023

Meeting adjourned at 7:26 PM.

Respectfully submitted,

Diane Wendt  
Permit Technician