



**City of Lake Elmo Planning Commission  
Meeting City Council Chambers – 3880 Laverne  
Avenue North Minutes of Regular Meeting of  
May 27<sup>TH</sup>, 2025**

**CALL TO ORDER:** Commission Chair Rehkamp called to order the meeting of the Lake Elmo Planning Commission at 6:30 p.m.

**COMMISSIONERS PRESENT:** Amend, Bohlig, Chars, Dunn, Rehkamp, Vrieze

**COMMISSIONERS ABSENT:** N/A

**STAFF PRESENT:** Community Development Director Jason Stopa, Senior City Planner Sophia Jensen

**Pledge of Allegiance** at 6:30 PM

**Approve Agenda:**

M/S/P: Vrieze / Dunn made a motion to approve the agenda. **Vote: 6-0, motion carried unanimously**

**Approve Minutes:**

M/S/P: Vrieze / Dunn made a motion to approve the 5-12-25 meeting minutes. **Vote: 6-0, motion carried unanimously.**

**Public Hearing:**

- a) Berschens Shores 3rd Addition - Minor Subdivision and Zoning Map Amendment:** Jean and Janet Berschens have submitted a minor subdivision application, zoning map amendment, and easement vacation application for the property located at 9579 45th St N. (PIDs 10.029.21.42.0001, 10.029.21.31.0001, 10.029.21.13.0002, 10.029.21.12.0002). The minor subdivision request is to plat the four existing parcels into a new four lot layout for estate planning purposes. The zoning map amendment request is to clean up zoning for one parcel from Public Facilities (PF) to Rural Residential (RR) since no public facilities exist on site. No new structures/development is proposed with this request.

Senior City Planner Sophia Jensen gave presentation and answered questions.

M/S/P: Bohlig / Dunn moved to open the public hearing at 6:39 PM. **Vote: 6-0, motion carried unanimously.**

M/S/P: Vrieze / Bohlig moved to close the public hearing at 6:40 PM. **Vote: 6-0, motion carried unanimously.**

M/S/P: Dunn / Chars moved to recommend the approval of the Berschens Shores 3<sup>rd</sup> Addition- Minor Subdivision and Zoning Map Amendment Development based on the findings of fact and conditions presented in the staff report. **Vote: 6-0, motion carried unanimously.**

- b) Primrose Daycare Conditional Use Permit.** Primrose Schools Franchise Corporation has submitted a Conditional Use Permit application to establish a daycare facility at the 11899 Upper 40th St N (PID: 1202921440027). The site is zoned "Commercial" and is currently vacant and located in the Bridgewater Village development.

Community Development Director Jason Stopa gave presentation and answered questions.

Applicant Primrose School representative Marvin Wensman / Brendan Barth with Stantec Consulting Services, spoke and answered questions.

M/S/P: Bohlig / Amend moved to open the public hearing at 6:55 PM. **Vote: 6-0, motion carried unanimously.**

M/S/P: Vrieze / Dunn moved to close the public hearing at 6:56 PM. **Vote: 6-0, motion carried unanimously.**

M/S/P: Vrieze / Bohlig moved to recommend approval of the request from Primrose Schools Francise Corporation, for a Conditional Use Permit to construct and establish a daycare facility at the property described as 11899 Upper 40<sup>th</sup> St. based on the findings of fact and with the conditions listed in the staff report. **Vote: 6-0, motion carried unanimously.**

**New/Unfinished Business**

N/A

**Communications/Updates:**

N/A

**Upcoming Meetings:**

- i. June 9<sup>th</sup>, 2025 - Cancelled
- ii. June 23<sup>rd</sup>, 2025

M/S/P: Dunn / Amend moved to adjourn **Vote: 6-0, motion carried unanimously**

Meeting adjourned at 7:01 PM.

Respectfully Submitted,  
Diane Wendt  
Permit Technician