

**City of Lake Elmo
Planning Commission Meeting
Minutes of December 13, 2010**

Chairman Van Zandt called to order the meeting of the Lake Elmo Planning Commission at 7:02 p.m. COMMISSIONERS PRESENT: Bidon, Britz, Fliflet, McGinnis (7:07 p.m.) Pelletier, Van Zandt and Williams. Absent: Hall, Pearson, Van Erem and Ziertman. STAFF PRESENT: Planning Director Klatt and Planner Matzek.

Agenda

M/S/P, Williams/Britz, move to approve as presented. Vote: 6:0.

Minutes – November 8, 2010

M/S/P, Bidon/Williams, move to approve as presented. Vote: 4:0. Fliflet and Pelletier abstained.

Public Hearing - D&T Trucking Interim Use Permit (IUP) Renewal

McGinnis arrived at 7:07 p.m.

Planning Director Klatt gave background information for the site and summarized the existing use with the conditions approved in the previous IUP. He said he believes it is okay for Mr. Emerson not to plant trees as previously identified as some areas may be disturbed by the acquisition and use of an easement for city infrastructure. He recommended approval of the IUP Renewal with four conditions.

Commissioner Fliflet asked if the city would feel the need to terminate this IUP or any IUPs when sewer is available to the site if there is no foreseen development on the horizon.

Planning Director Klatt said that the city should not provide sewer services to uses not compatible with the future land uses planned.

Commissioner Pelletier asked about extending the IUP term from two to four years.

Planning Director Klatt said the recently revised code does allow Council discretion for identifying the ending date or event whereas previously it was only allowed in two year intervals.

Terry Emerson, Applicant

Mr. Emerson asked for a five year renewal with a review in two or three years. D&T Trucking would like to sign a five year lease with him and they would feel better with having a permit for that length.

Commissioner Bidon said there was not a difference between a two or five year IUP because when the sewer becomes available, the use will end.

THE CHAIRMAN OPENED THE PUBLIC HEARING AT 7:36 P.M.

No one spoke.

THE CHAIRMAN CLOSED THE PUBLIC HEARING AT 7:36 p.m.

M/S/P, Bidon/Pelletier, move to recommend approval of the Interim Use Permit for D&T Trucking with a term limit of four years with a review at two years.

Chairman Van Zandt asked for a friendly amendment to add that the four year recommendation at this time does not preclude the city from choosing a different time length if a renewal is granted in the future.

Commissioner Fliflet asked for a friendly amendment to include all previous conditions of approval be included.

Commissioners Bidon and Pelletier agreed to the amendments.

Vote: 7:0.

Business Item – *Comprehensive Plan Update*

Planning Director Klatt said the next two items on the agenda are in a very preliminary draft form. He asked the commission for feedback on establishing two separate work groups – one for continuing on the work of the Village Area and the other for the I-94 corridor. He said the village group would be more involved in implementation of previous efforts while the I-94 group would be focused more on visioning. He said the staff report identifies a list of general goals for each group, but is not intended to be all inclusive at this time. He said staff believes it is a good time to have another status update with a public meeting at the end of January or beginning of February.

Commissioner Bidon asked what the proposed timing was for the sewer line to be brought to the Village Area.

Planning Director Klatt said it is included in the 2011 CIP. He said the City Council has directed the City Engineer to do additional research on replacing the forcemain South of 10th Street with a gravity line so areas south of 10th Street can develop with sewer simultaneously with the Village Area.

Commissioner Williams said there needs to be a good publicity campaign for the open house with a printed newsletter to be mailed to everyone.

Chairman Van Zandt expressed his interest in seeing the city utilize federal and state funds and to explore alternative methods of transportation besides cars. He suggested the city be more willing to be supportive the next time opportunities arise.

Commissioner Fliflet stated that public facilities such as schools, ball fields, and churches will need to be taken into consideration when planning the future sewer areas.

Commissioner Pelletier said she wanted to commend staff on bringing up the importance of current and future market conditions. She said it would be a bad choice to not look at neighboring communities and ask them what they would do differently; we should learn from our neighbors with regards to not just businesses, but also schools.

Chairman Van Zandt suggested an overview orientation for new commission members in January as it will be a busy year.

Business Item – Zoning District Update

Planner Matzek identified deficiencies in the existing code, more specifically related to the zoning district. She recommended the city move forward with a more user friendly format that can also be used for future sewer districts.

Commissioner Williams said the criteria provided will be valuable when evaluating staff's future proposal for ordinance revisions.

City Council Updates

Planning Director Klatt said the Council approved a resolution of objection to the detachment of the Nass and Buberyl properties to Stillwater Township. He said the Council tabled taking action on the Special Event Permit ordinance.

Staff Update

Planner Matzek asked commissioners with expiring terms to attend the first meeting in January. She said she has been working on a list of businesses in Lake Elmo to add to the city's website and asked the commission to pass along information they were aware of.

Planning Director Klatt reminded commissioners the following meeting was cancelled.

Commission Concerns

Chairman Van Zandt asked if staff could get packets out earlier as the bad weather prevented everyone from receiving their packets in the mail in a timely fashion.

Commissioner McGinnis said she has greatly appreciated the chance to work with everyone, but will not be reapplying to be on the commission.

Adjournment:

The meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Kelli Matzek
Planner