

The Planning Commission is an advisory body to the City Council. One of the Commission's functions is to hold public hearings and make recommendations to the City Council. The City Council makes all final decisions on these matters.

Lake Elmo Ordinances require that certain documents and information be included in applications. The Planning Commission may postpone consideration of an application that is incomplete and may for other reasons postpone final action on an application.

For each item, the Commission will receive reports prepared by the City Staff, open the hearing to the public, and discuss and act on the application. If you are aware of information that hasn't been discussed, please fill out a "Request to Appear Before the Planning Commission" slip; or, if you came late, raise your hand to be recognized. Comments that are pertinent are appreciated.

AGENDA

LAKE ELMO PLANNING COMMISSION

DECEMBER 14, 1987

7:30 p.m. MEETING CONVENES

1. Agenda
2. Minutes: November 23, 1987
3. Upcoming Requests
4. City Council Update

7:45 p.m. 5. PUBLIC HEARING: Ordinance Amendment to Sections 500 thru 503, Ordinances 7923 and 7946, and all other ordinances related to adoption of the 1987 Minnesota State Building Code by the City of Lake Elmo.

8:00 p.m. 6. Comprehensive Plan Amendment

- A. Update on Plan Revision Schedule
- B. Chapter III, Future Land Use Section
 - (1) MUSA housing density
 - (2) Future Land Use Map

7. 1988 Planning Commission Work Plan
8. Other Business
9. Adjourn

NOTE: The Section 32-33 MUSA discussion has been postponed until the January 11, 1988 meeting in order to obtain needed information.

LAKE ELMO PLANNING COMMISSION MINUTES

DECEMBER 14, 1987

Chairman DeLapp called the Planning Commission meeting to order at 7:33 p.m. in the City Council chambers. Present: DeLapp, Williams, Stevens, Kunde, Simpson, Haacke, Enes, and City Administrator Overby. Absent: Bucheck, Johnson, Hunt

1. Agenda

Add: 8A. Ann Bucheck's comments on Packard Park, 8B. Comments Section 32-33

M/S/P Stevens/ Enes - to approve the December 14, 1987 Planning Commission agenda as amended. (Motion carried 7-0).

2. Minutes: November 23, 1987

The Planning Commission asked to have inserted Chairman DeLapp's question about low paying jobs and comments on Section 32 outside ISD 834.

M/S/P Williams/Stevens - to table the November 23, 1987 Planning Commission minutes in order for corrections and additions to be made. (Motion carried 7-0).

3. Upcoming Requests

December 28, 1987

The regular meeting is cancelled. A work committee meeting may be held instead.

January 11, 1988

Continue discussion of Metro Urban Services Area services, financing and development.

Chairman DeLapp informed the Commission that he called Craig Mattson who indicated that the Oakdale City Council instructed him not to do anything for the Section 32 discussion. Mattson felt that Oakdale would not move on Tax Increment Financing without services, land sold, plans signed and approved and financial commitment by a lender.

The Commission asked for a copy of the Oakdale minutes where this was stated and City Administrator Overby will get a letter from City Administrator Craig Mattson.

City Administrator Overby suggested getting someone from the State and/or County HRA to explain public financing options and bring in information. Commissionmember felt the Commission should receive the information for them to look at before someone is brought in. She also had a concern in regard to this starting a precedent for the City.

Carl Rudeen from Section 32-33 stated that there are two groups of people that want sewer: landowners want sewer for the large parcels and the small lots, except one, need sewer because they are having sewer problems. Rudeen stated that Oakdale wanted the sewer connection and that Mayor Hudalla wants Section 32.

Section 32-33 is scheduled to be an agenda item for the Work Committee.

January 25, 1988

MUSA discussion

Comprehensive Plan Revisions

4. City Council Update

City Administrator Overby updated the Planning Commission on the actions by the City Council at their December 1st meeting.

5. PUBLIC HEARING : Ordinance amendment to Sections 500 thru 503, Ordinance 7923 and 7946, and all other ordinances related to adoption of the 1987 Minnesota State Building Code by the City of Lake Elmo.

Chairman DeLapp opened up the public hearing at 8:20 p.m. in the City Council chambers.

There were no comments from the audience.

Chairman DeLapp closed the public hearing at 8:25 p.m.

Rob Enes commented about contractor licenses, etc. in Lake Elmo as compared to how Edina does it. Edina has stricter code requirements even though they don't have licenses. He feels the procedures in cities such as Lake Elmo could be more stringent.

The Commission felt the City did not have good enforcement of our codes and there was a discussion about the City's enforcement policy and recommended a proposal to make it tougher.

Tom Simpson would like to see higher bond or cash deposits, as well as higher violations and penalties.

After considerable discussion, the following motion was made:

M/No Second/ Stevens - to adopt the 1987 State Building Code and that the Planning Commission would like to study the question of enforcement with the intention of making it something that can be handled administratively without taking it to the City Council.

The Planning Commission added a friendly amendment and passed the following motion:

M/S/P Simpson/Williams - to recommend to the City Council approval of the adoption of the 1985 and 1987 State Building Codes on an interim basis, while the Planning Commission looks into this, and that the bond should be a minimum of \$1,000 with a maximum fine of \$10,000 and that all permit fees be doubled, and that the Planning Commission will be studying the question of City Code content and code enforcement in Lake Elmo and will be bringing a recommendation back to the City Council. (Motion carried 7-0).

6. Comprehensive Plan Amendment

A. Update on Plan Revision Schedule

City Administrator Overby provided a status report on the Comprehensive Plan Revision items.

B. Chapter III, Future Land Use Section

- (1) MUSA housing density
- (2) Future Land Use Map

The following changes were made in Chapter III, Future Land use Section.

Page 2: Add: _____

(2) To show areas in Lake Elmo where the 1986-2000 future land use should indicate a change from the 1986 zoning designation.

Housing unit density would be 3 units per acre in Low to Medium Residential and 6 units per acre in the Medium to High Residential .

City Administrator Overby distributed a draft (12-14-87) Future Land Use Map for 1986-2000 for the Commission's review. Rob Enes complimented Administrator Overby on the good work done on this map. A work committee will discuss a point that was brought up as to how much area is needed to be wooded and to come up with some guidelines for minimum acreage in the RE zoning. If this zoning is popular, it will increase our population growth.

M/S/P Williams/Haacke - to recommend City Council approval of the Future Land Use Map and the Revised Draft (12-14-87) of Chapter III Land Use Management of the Comprehensive Plan. (Motion carried 7-0).

7. 1988 Planning Commission Work Plan

City Administrator Overby handed out the 1987 Planning Commission Work Plan which was reviewed by the Planning Commission. All of the items will be retained. The Commission added: Code Enforcement Policy and Problems, Section 32-33 Discussion, Residential Estate (RE) Zoning, Broadcast Towers, Length of Cul-de-Sacs and Definition of Temporary and Permanent Cul-de-Sacs, and Discussion of Section 400-14, 400-15 of the Code.

M/S/P Haacke/Simpson - to accept the 1988 Planning Commission Work Plan as revised and submit this to the City Council. (Motion carried 7-0).

8. Other Business

Marge Williams read Ann Bucheck's comments re regarding the approval of the Final Plat of Packard Park.

Ann was concerned because the Planning Commission did not approve the Plat which went before the Council and was approved even though the cul-de-sac did not meet the code. She was asked as the Planning Commission Secretary and so was Chairman DeLapp to sign off on the plat. Not being in favor of the plat, Ann had difficulty signing off on the plat. A reference was made to Sections 400-14 and 400-15 of our code. Chairman DeLapp stated he would have signed the plat because it now stated that it has been "reviewed" by the Planning Commission rather than "approved".

Bucheck had called the Cities of Lakeland, Grant Township, Woodbury, Afton, and other communities as well as the Attorney General and found that State Law does not require the Plat to be signed off by both the PZ Chairman and Secretary. It is our City ordinance that requires the Planning Commission to sign off on a plat if they have approved it. With the exception of Woodbury, these Cities had never had a Final Plat approved by their City Council that had not been approved by the Planning Commission. Ann also found it was not the practice of these Cities to require the Planning Commission to sign off on the Plat and suggests looking and changing our ordinance. This will be an item for discussion on the 1988 Planning Commission work plan.

M/S/P Stevens/Haacke - to adjourn the Planning Commission meeting at 9:59 p.m. (Motion carried 7-0).