

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

MARCH 11, 1991

7:00 p.m.

CONVENE JOINT MEETING WITH CITY COUNCIL

1. Presentation by DNR of the new State Shoreland Ordinance
2. Joint Meeting adjourns

8:00 p.m. CONVENE REGULAR PLANNING COMMISSION MEETING

1. AGENDA
2. MINUTES: February 25, 1991
3. PUBLIC HEARING: Comprehensive Plan Amendment:
(Future Land Use Map) Clifford Adkins property.
4. ARABIAN HILLS (continuation) Rezoning from RR to RE
and Preliminary Plat.
5. LIMITED BUSINESS (continuation) (if time allows)
6. Other
7. Adjourn

LAKE ELMO PLANNING COMMISSION MINUTES

FEBRUARY 25, 1991

Chairman John called the Planning Commission meeting to order at 7:40 p.m. in the council chambers. Present: John, Thomas, DeLapp, Bucheck, Wilfong, Johnston, Conlin (arrived 7:55), Schubert, Mcleod, City Planner Mike Black. Absent: Stevens, Enes.

Chairman John welcomed newly appointed Planning Commissioners Jim Mcleod (1st Alternate) and Karin Schubert (2nd Alternate).

1. AGENDA

Add under item 6. Other - Valley Branch Watershed District's survey. Add item 7. Public Right-of-Way. Add 8. Statement by Commissioner Thomas.

The Commission asked to have the 1989 Management Report from the Auditor added to the next meeting's agenda.

M/S/P DeLapp/Thomas - to approve the Agenda as amended (motion carried 8-0).

2. MINUTES: FEBRUARY 11, 1991

M/S/P DeLapp/Bucheck - to approve the February 11, 1991 minutes as amended. (Motion carried 5-0-3, abstain: Wilfong, Schubert, Mcleod.)

3. PUBLIC HEARING: Amendment to Comp. Plan - POSTPONED

4. PRE-APPLICATION - PRELIMINARY PLAT: DAY PROPERTY

Barry Stack, land surveyor, representing the John Day family estate, presented a sketch plan for a proposed subdivision consisting of eight (8) ten (10) acre lots to be known as "The John M. Day Farm Addition". This property is approximately 80 acres located in the southeast corner of 50th Street and Co. Road 17. Mr. Stack stated the soils on all lots have been tested (tests show very good soil for onsite sewer) also, an engineer has been retained to draft drainage easements. Mr. Stack has contacted Washington County regarding driveway access. (This property has been in the same family since 1854.)

The Commission had a question on park land dedication which will have to be addressed by the Parks Commission.

M/S/P DeLapp/Johnston - to call a Public Hearing on March 25, 1991 to consider Preliminary Plat of "The John M. Day Farm Addition". (Motion carried 9-0.)

5. LIMITED BUSINESS (Continuation)

Commissioner Conlin brought up the fact the Planning Commission tabled discussion of Conditional Uses such as gasoline sales at it's January 14 meeting and should bring this back at some point. Commissioner DeLapp brought up the Commission has not received an answer on how the Fire Department feels about 6 story buildings. Commissioner Mcleod brought up discussion of veterinary clinics as a Permitted Use. Chairman John suggested these issues be brought up at the next

meeting, he is still waiting for information requested from the U.K. Commissioner DeLapp presented a handout of his and four other architects opinions as to what high, medium and low quality building exteriors consist of. The question of compatibility came up and Commissioner Mcleod stated Woodbury is directly across the highway maybe the Commission should get informaton on their architectural standards. The Commission discussed at length exterior building materials.

M/S/P Thomas/DeLapp - Paragraph (1) (b) under Architectural Standards to read: The exterior of all buildings may be made of brick, stone, glass or the equivalent. (Motion carried 6-3, against: Mcleod, Conlin, John, feel it does not establish a minimum.)

M/S/P Thomas/Buheck - to add the word "Minimum" to (1) Architectural Standards. (Motion carried 8-0-1, abstain: Mcleod.)

M/S/P Buheck/DeLapp - (1) (c) under Architectural Standards to read: All rooftop or ground mounted mechanical equipment shall be designed as an aesthetically integral part of the building. (Motion carried 9-0.)

M/S/P Buheck/Conlin - add (1) (d) All exterior trash storage/recycling areas shall be enclosed with materials compatible with the principal structure. (Motion carried 8-1, against: John, the ground pad should be addressed.)

M/S/P Buheck/Johnston - to accept all changes made to (1) Architectural Standards (page 4) of the Limited Business District. (Motion carried 9-0.)

M/S/P DeLapp/Wilfong - to table discussion of the Limited Business Zoning District. (Motion carried 9-0.)

6. VALLEY BRANCH WATERSHED DISTRICT SURVEY

Most of the Planning Commission members received a survey in the mail from Al Dornfeld, Valley Branch Watershed District President, regarding revision of the Water Management Plan of the Valley Branch Watershed District. The Commissioners are asked to complete this survey and return it before April 1, 1991. Chairman John would like the Planning Commission as a whole to discuss this survey as well as get input from other residents that may have been affected by some of the issues on the survey.

M/S/P DeLapp/Conlin - to have Chairman John talk to City Administrator Kueffner regarding publicizing this survey, perhaps in the newsletter. (Motion carried 9-0.)

7. PUBLIC RIGHT-OF-WAY (DeLapp)

Commissioner DeLapp brought up the subject of billboards and stated the City should disallow them altogether as indicated in the Comprehensive Plan.

M/S/P DeLapp/Thomas - to put the issue of billboards on the Planning Commissions future work plan and suggest City Planner Black and Administrator Kueffner to research the subject. (Motion carried 9-0.)

8. STATEMENT FROM COMMISSIONER THOMAS

Commissioner Thomas was approached and asked by Mr. Clifford Adkins to represent him as an attorney. Commissioner Thomas stated there would be a conflict of interest due to the subject matter and therefore could not represent Mr. Adkins as council, but he could talk to him as a planning commissioner. Commissioner Thomas stated he wanted the Planning Commission to know about this up-front so there would not be a question ethics.

M/S/P DeLapp/Johnston - to adjourn the meeting at 10:10 p.m. (Motion carried 9-0.)

Thanks went to Chairman John for making a statement at the Airport Commission Public Hearing.

REQUEST FOR PLANNING COMMISSION REVIEW

Meeting Date: March 11, 1991

AGENDA TOPIC: Joint Session City Council/Planning Commi DNR presentation on New State Shoreland	ITEM NO.
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Ordinance.

The City has applied for a grant offered by the State to assist cities with implementing the State's New Shoreland Ordinance.

A total of 5 City representatives - Mike Black, Jim McNamara, Wyn John and Dick Johnson and myself recently attended an all-day seminar put on by the DNR to familiarize us with this new ordinance. Obi Sieum of the DNR, who will be working with us through this process, also feels that a summary of this seminar would be beneficial to the entire Planning Commission and City Council.

REQUEST FOR PLANNING COMMISSION REVIEW

Meeting Date: March 11, 1991

AGENDA TOPIC: Planning Commission Amendment to Future Land Use Map.	ITEM NO. 3.
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This is a public hearing called by the City Council, to consider an amendment to the Future Land Use Map.

Notice was published in our legal newspaper and residents within 350 feet have been notified of this public hearing.

Attached is a copy of Mike Black's memo dated December 4, 1990 which lists the pros and cons to the situation.

Also attached are minutes from the council meeting where the council ordered this hearing, and other information relative to this property.

M/S/P Dick Johnson/Mottaz - to table the motion until the February 5th Council meeting in order to review all the data. (Motion carried 5-0).

B. Request from Planning Commission for direction on R1 land use discrepancy in Future Land Use Map

Mr. Cliff Adkins, 2227 Lake Elmo Avenue North, has expressed an interest in subdividing and developing his property and has asked the City for clarification of the land use controls on his land. This matter was reviewed by the Planning Commission at their meeting on November 25, 1990. The Commission was unable to pass a motion recommending certain action to the Council because of an apparent conflict between the published Future Land Use Map and text of the Comp Plan, and a resolution passed by the City Council that there shall be no more rezoning to R1.

M/S/P Williams/Hunt - to direct the Planning Commission to hold a public hearing for the purpose of amending the Future Land Use Map to reflect the 12 acres owned by Cliff Adkins as RED Zoning instead of SRD Zoning. (Motion carried 5-0).

C. Resolution No. 91-1, Shoreland Grant Application

The City received a letter from Ron Nargang, Director, Division of Waters, notifying the City must upgrade its land use controls or shoreland ordinance by January 4, 1993 to comply with the new rules. The Legislature has provided grant monies to assist local units of government in adopting the new shoreland rules.

M/S/P Williams/Hunt - to adopt Resolution 91-1 Shoreland Grant Application which provides grant assistance for cities to adopt a shoreland management ordinance consistent with statewide standards. (Motion carried 5-0).

M/S/ Williams/Dave Johnson - to authorize the City Staff and Planner, Mike Black, to attend the Shoreland Workshop

M/S/P Hunt/Williams - to amend the motion to include the Administrator will ask the City Planner if he was planning on attending this seminar anyway, and if he is, we will split the costs with other client cities. (Motion carried 5-0).

M/S/P Williams/Dave Johnson - to authorize the City Staff and Planner, Mike Black, to attend the Shoreland Workshop and request the Administrator ask the City Planner if he was planning on attending this seminar anyway, the city is willing to split the costs with other client cities. (Motion carried 5-0).

M/S/P Williams/Hunt - to instruct the Planning Commission to proceed with updating the Shoreland Ordinance in a timeframe consistent with the State mandate. (Motion carried 5-0).

Keith Raleigh asked the Commission if the developer will be required to plant mature trees in front of his house as a screen from the development. The Commission replied no.

M/S/P Bucheck/Johnston - to extend the Public Hearing to 10:00 p.m. (Motion carried 9-0.)

Pete Eggen expressed the development will look too out of place since it's located in the middle of a field.

Steve Korhel presented a petition signed by every property owner on Keats Avenue.

Mary Cane stated that she is against the re-zoning of this property.

Bill Michel of No.St.Paul stated that he is directly affected by this development in that he is a potential buyer and has gone so far as to sell his house and enroll his children in Lake Elmo schools and asked the Planning Commission to take into consideration his position.

Steve Korhel asked if the Met Council has not approved the Comp Plan yet, can this development go in? The Commission responded that the Met Council does not approve the Comp Plan it only makes comments.

Commissioner Wilfong stated there is overlap between the two public hearings for RE Zone District and preliminary plat of "Arabian Hills". Commissioner Bucheck asked that the Administrator have recommendations on drainage from the City Engineer and City Planner at the next meeting.

M/S/P Johnson/Johnston - to table this public hearing until the October 8, 1990 Planning Commission meeting. (Motion carried 9-0.)

5. Cliff Adkins: Request to Rezone to Residential Estates

Cliff and Marian Adkins, 2227 Lake Elmo Avenue, requested that the City consider allowing them to plat their approximate 16+ acres into an RE subdivision. The Adkins explained that they bought this land 35 years ago with the plan that some day they could subdivide for their children and also for investment purposes.

Commissioner Thomas noted that there may be a zoning error in the Future Land Use Map for this property. This property is shown on the Future Land Use Map as Suburban Residential, but this has to be verified as correct (there is confusion on this).

The Commission made these suggestions to the Adkins' (1) If there is an error in the Future Land Use Map, they should have the map ammended to make it correct; this would put them in a better position to enhance their probability of showing a hardship, (2) make an attempt to combine their proposal with Durands' (in order to keep some continuity in the road system); (3) bring their proposal to the City Council and request a variance from the RE Ordinance.

6. Repeal R-1 Zoning District

M/S/P Johnson/Thomas - to recommend that the City Council adopt the resolution, and direct the Planning Commission to prepare an ordinance prohibiting any further R1 zoning. (Motion carried 8-0, 1-against: John, the motion is premature since we haven't established and finalized the RE district Ordinance yet.

M/S/P Johnson/John - to table the balance of the agenda until the October 8, 1990 Planning Commission meeting and adjourn the meeting at 11:05 p.m. (Motion carried 9-0.)

3B. Arabian Hills: Continuation of Public Hearing

Vice Chairman John called the public hearing to order at 8:45 p.m. This is a continuation of the public hearing opened on October 8, 1990, for re-zoning and preliminary plat approval of "Arabian Hills". All property owners within 350 feet were re-notified.

Due to the petition to amend the Comprehensive Plan and also due to the fact that the preliminary plat does not meet all the minimum requirements of the RE Ordinance the Applicant, Roger Kolstad, requested that his application be tabled until the meeting on December 17th. Chairman John closed the Public Hearing.

M/S/P Conlin/Enes - to grant the applicant's request to table the application for re-zoning and preliminary plat approval until the December 17, 1990 Planning Commission meeting. (Motion carried 9-0.)

4. Concept: R1 Preliminary Plat - Clifford Atkins

Mr. Atkins is looking for direction from the Planning Commission to proceed with rezoning and preliminary plat (Mr. Atkins was not present). The Future Land Use Map shows this property to be SRD which is R1. The Planning Commission stated that they have adopted a resolution prohibiting any further rezoning to R1 within the City. The Commission suggested Mr. Atkins rezone to RE and request a variance for his 16+ acres, or ask for an amendment to the Comp. Plan, or ask for the R1 zoning based on the Future Land Use Map, or ask the Planning Commission to request an amendment to the Comp. Plan.

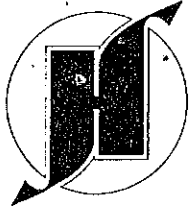
M/S/F Stevens/Enes - to deny rezoning to R1 and suggest to Mr. Atkins to persue the possibility of a variance to develop as RED. (Motion failed 4-5.)

M/S/F John/Johnston - to recommend to the City Council this property be deemed part of the existing R1, and to give Mr. Atkins direction to proceed under the R1 zoning. (Motion failed 3-6.)

M/S/F Johnston/Enes - to recommend the City Council grant a limited exception to implement the R1 zoning of this specific property to be consistent with the Future Land Use Map. (Motion failed 4-4, abstain: Johnson.)

M/S/P Thomas/Stevens - to make no recommendation. Mr. Atkins is advised that the Planning Commission does not propose to give him any direction on this subject and that he should approach the Planning Commission with a specific proposal. (Motion carried 9-0.)

Councilman Williams suggested the Planning Commission make an official action asking for the City Council to give them direction on what to do for this particular problem.



JAMES R. HILL, INC.
PLANNERS ENGINEERS SURVEYORS

9401 JAMES AVE. SO., SUITE 140, BLOOMINGTON, MN 55431 612/884-3029 FAX 884-9518

MEMORANDUM

TO: Lake Elmo Mayor, City Council and City Administrator
FROM: Mike Black
DATE: December 4, 1990
RE: Atkins Property

Mr. Cliff Atkins, 2227 Lake Elmo Avenue North, has expressed an interest in subdividing and developing his property and hence he has asked the City for a clarification of the land use controls on his land.

Mr. Atkins owns three separate but adjacent parcels along Lake Elmo Avenue on the east side of the Lake. Please refer to the attached Exhibit A. Parcel A has an existing home on it and consists of approximately 1.3± acres. Parcel B consists of approximately 2.5± acres and Parcel C consists of 12± acres.

The existing zoning of the property is shown on Exhibit B. Parcels A and B are zoned R-1, One Family Residential. Parcel C is currently zoned R-R Rural Residential.

Exhibit C attached is a partial copy of the City's Future Land Use Map. The properties owned by Mr. Atkins (Parcels A, B, and C) are now designated SRD Suburban Residential Density on the City's Future Land Use Map.

The implementation tool for development of properties which have the SRD land use designation is the R-1 zoning district standards. However, at the April 3, 1990 City Council meeting, a Resolution was adopted stating that there will be no more R-1 rezonings in Lake Elmo.

The clarification that the City may make to the property owner is:

- ONE: Will the City allow the rezoning of Parcel C to R-1 and development in compliance with the R-1 standards?; or,
- TWO: Will the City require an Amendment to the Future Land Use Map changing the land use designation for Parcel C from SRD to RED? Any development on Parcel C would then be required to be rezoned to RE - Residential Estates District. (It should be noted that Parcel C is approximately 12± acres and in itself is not large enough to meet the required minimum 20 acre planned area.)

PLANNING COMMISSION REVIEW AND RECOMMENDATION

This matter was reviewed by the Planning Commission at their meeting on November 26, 1990. The Commission was unable to pass a motion recommending certain action to the City Council. In fact, a number of various motions were made recommending certain action; however, all failed due to a lack of affirmative majority votes.

Some of the views expressed by the Planning Commission were:

Reasons to support the R-1 zoning:

- * The SRD land use designation is carried out through the R-1 development standards. This is vacant land in the SRD land use area and should be allowed to be developed as R-1.
- * The new R-1 zone would be adjacent to existing R-1 zoning.
- * The owner will be required to meet all minimum zoning and subdivision standards before a plat is approved.
- * The owner does not have the necessary 20 acres for RE zoning and development. Hence, the owner would have to acquire adjacent vacant property or at a later date join in with the subdivision and development of the adjacent land.

Reasons to support the RE zoning:

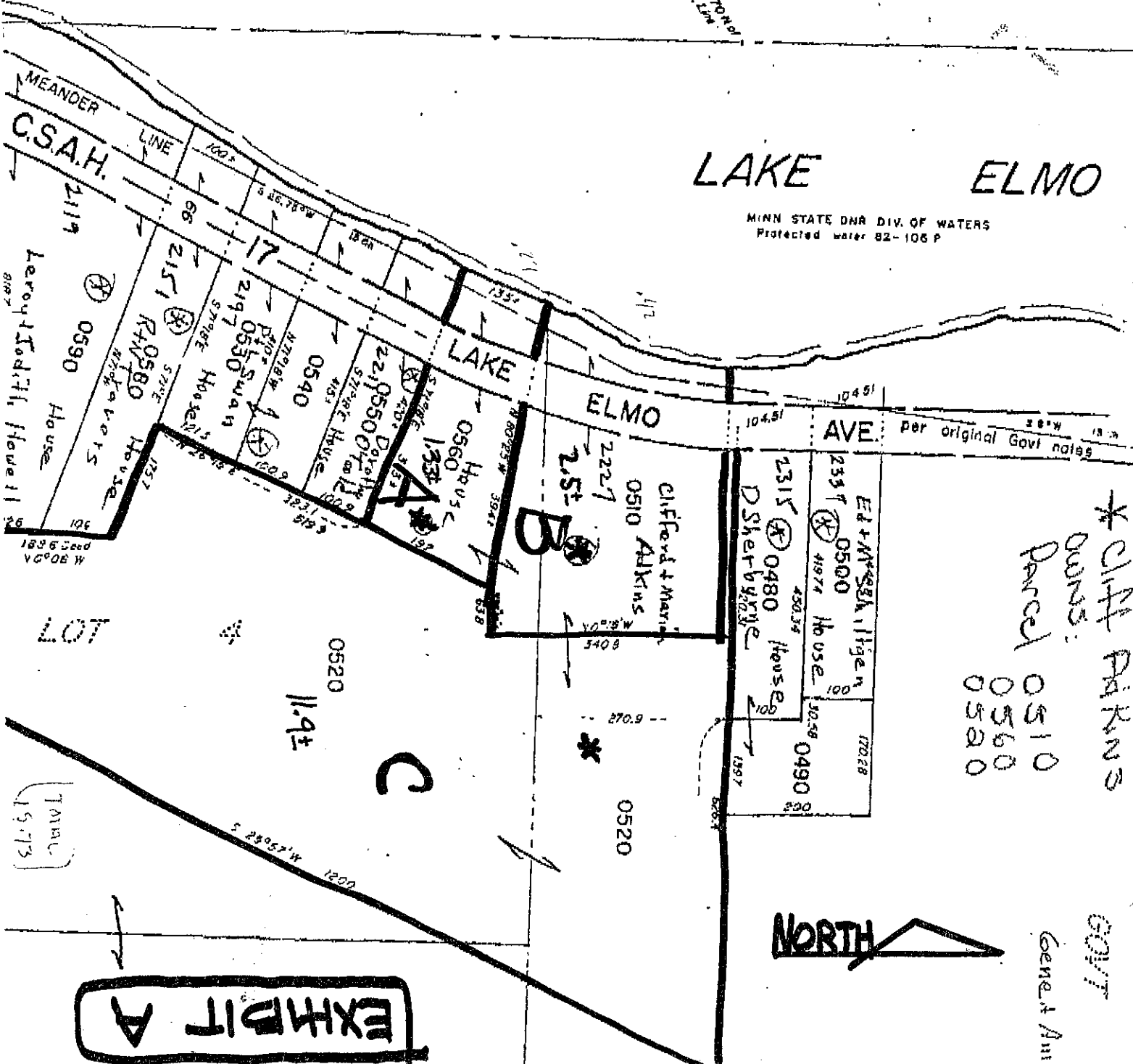
- * The City Council has made it clear that no additional R-1 zoning will be approved.
- * The land use map should be amended changing the designation to RED which would conform to adjacent vacant properties also in the RED category.
- * The 12+ acres could be developed to the RE zoning standards at such time when other properties develop or the owner has the option to acquire additional properties in order to submit a minimum 20 acre subdivision.
- * Single family rural development without central sanitary sewer is expected to meet the minimum standards of the new RE zone.

SECTION

23

LAKE ELMO

MINN STATE DNR DIV. OF WATERS
Protected water 82-106 P



* Cliff D. Reno
 Parcel 0510
 0560
 0520

GOVT
 Genet Am

EXHIBIT A

A

P

EXHIBIT B

R-R

NORTH

24

R-1

RR

R-1

R-1

CUP 9

P

R-1

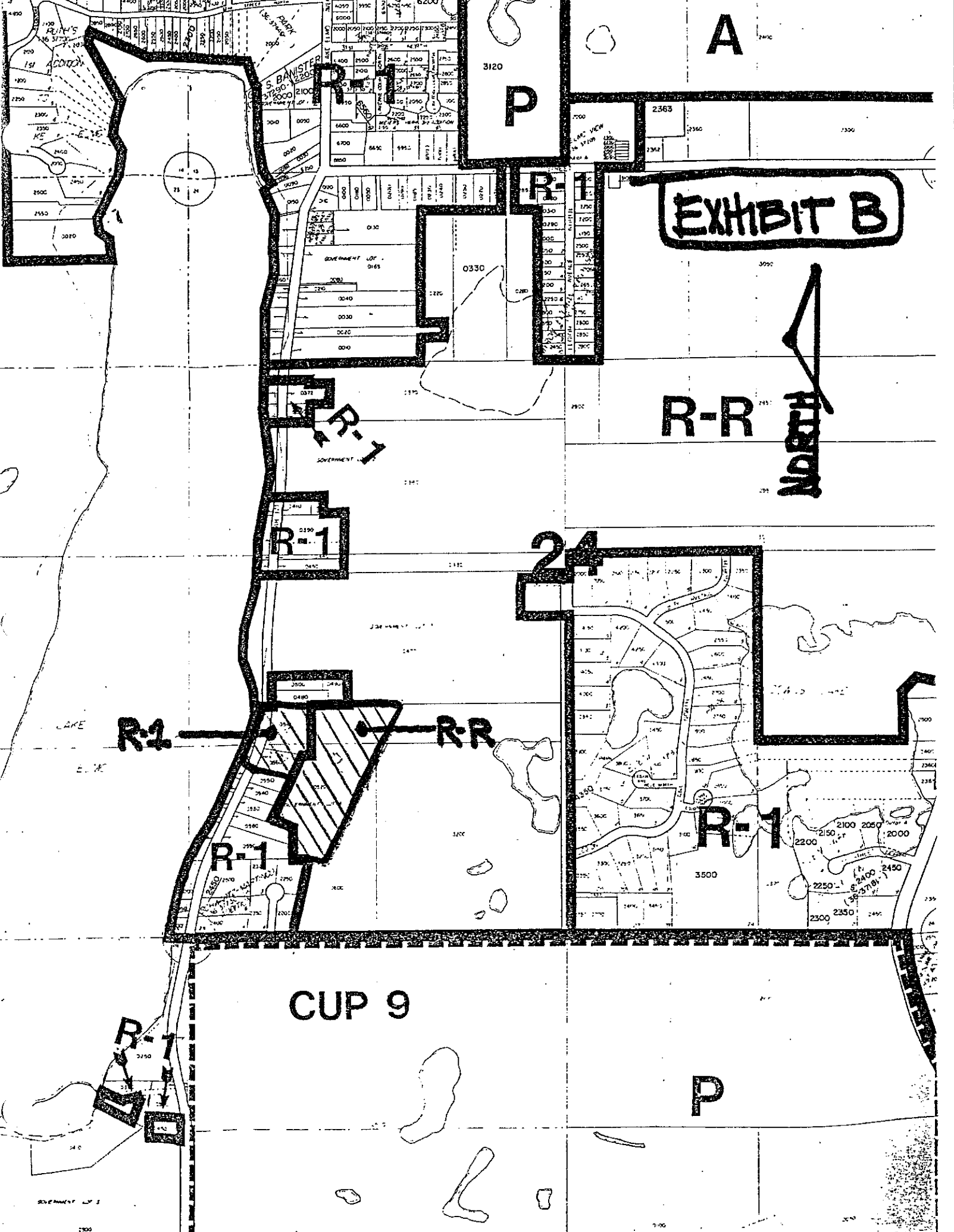


EXHIBIT C

RAD

NORTH

MANNING

LEGION POND

82-462W

SRD

RED

SRD

25

RED

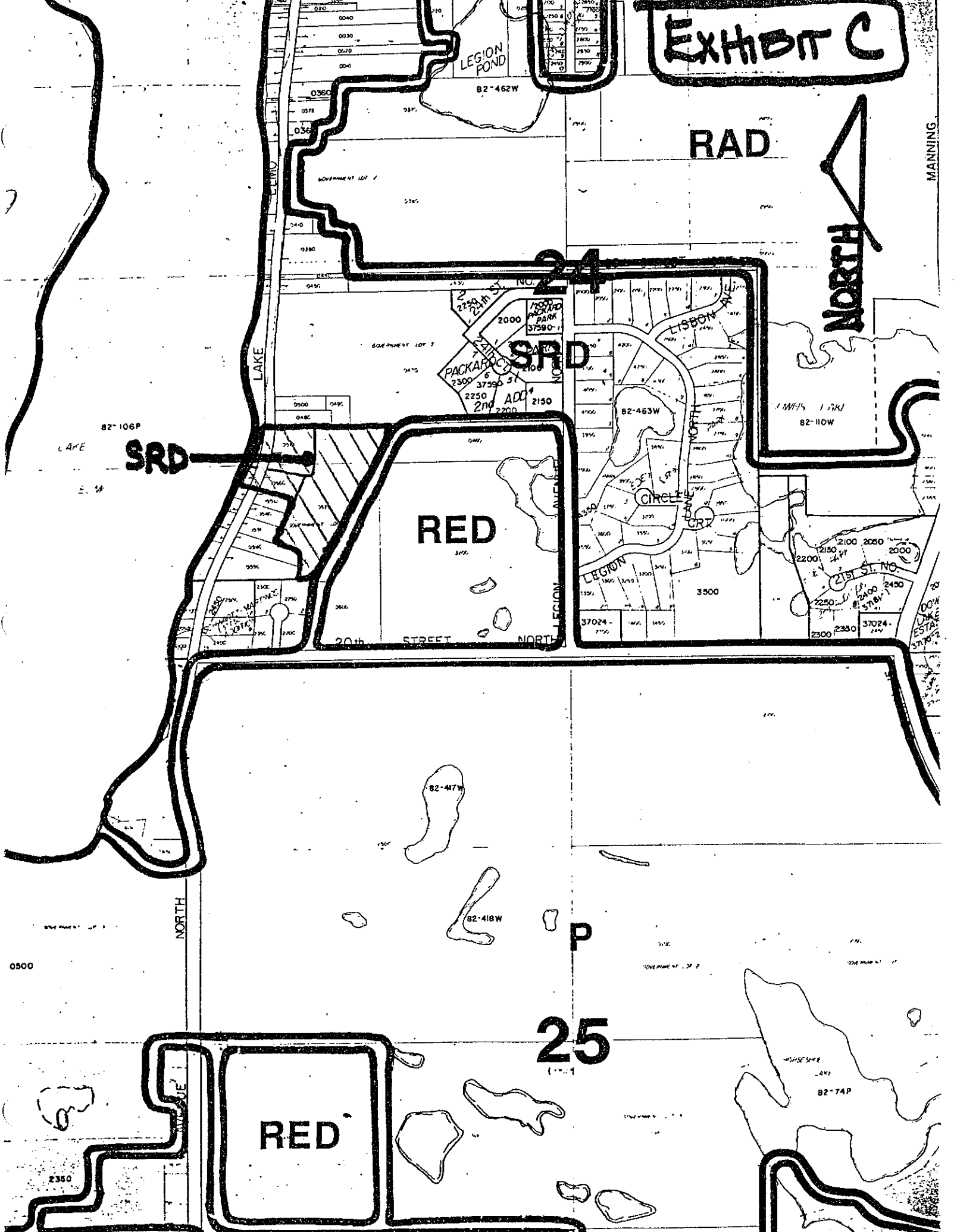
82-417W

82-418W

P

82-74P

12150 12100 12050 12000 11950



State of Minnesota

City of Lake Elmo

Sharon Lumby, being first duly sworn, deposes and says:

I am a United States citizen. over 18 years of age, and a resident of the City of Lake Elmo, Minnesota

On February 22, 1991, acting on behalf of the said city, I deposited in the United States post office at Lake Elmo, Minnesota, copies of the attached public hearing notice to amend FLUMap from SRD, enclosed in sealed envelopes, with postage thereon fully prepaid, addressed to the following persons at the addresses appearing opposite their respective names:

Name	Address
<u>See attached</u>	

There is delivery service by United States mail between the place of mailing and the places so addressed.

Sharon Lumby
Signature

Subscribed and sworn to before me this 22nd day of Feb, 1991.

Marilyn Bonister
Notary Public

The following public hearing was rescheduled because of an error in the hearing notice.

NOTICE OF PUBLIC HEARING RESCHEDULED

The Lake Elmo Planning Commission will hold a public hearing on Monday, March 11, 1991 at 7:30 p.m. at City Hall, 3800 Laverne Avenue N, Lake Elmo, Minnesota to consider an amendment to the 1990 Lake Elmo Comprehensive Plan; to wit, amend the Future Land Use Map to show the future land use of the parcel, legally described in part, as part of Government Lot 3 and 4, Part of the SE 1/4 of the SW 1/4, Section 24, R29, R21, from SRD (Suburban Residential Density) to RED (Residential Estates Density).

All persons who wish to be heard regarding this proposed Comprehensive Plan Amendment will be given that opportunity at this public hearing. Written comments are welcomed and will be accepted until the closing of the public hearing.

By Order of the Lake Elmo City Council
January 15, 1991

Mary Kueffner, City Administrator

Published in the St. Croix Valley Press on February 27, 1991

Donald & Ardis Wright
2069 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Leroy & Judith Howell
2119 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Richard & Norrine Travers
2151 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Paul & Louise Swan
2197 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Dorothy O'Toole & Lawrence Nachtwey
2211 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Clifford & Marian Adkins
2227 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Dorothy Sherburne
2315 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Edward & Marguer Schiltgen
2337 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Gene & Ann Peltier
10376 Hudson Blvd.
Lake Elmo, MN 55042

Jerome & Sandra Junker
11130 20th St. Ct. N.
Lake Elmo, MN 55042

James & Beth Burns
11140 20th St. Ct. N.
Lake Elmo, MN 55042

Diane Morgan-Trudeau
13780 N. Manning Tr.
Stillwater, MN 55082

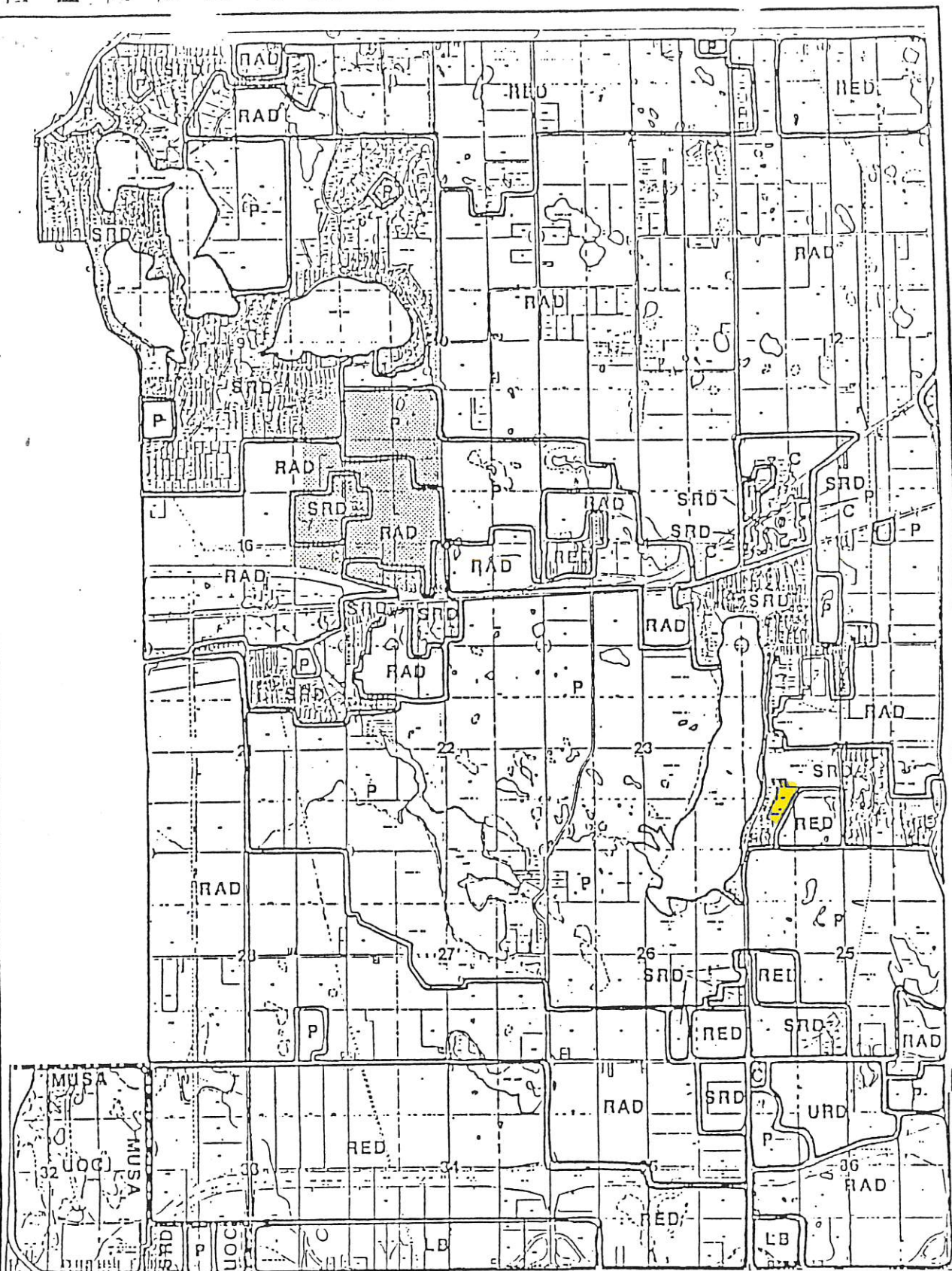
Pete & Bernadine &
Mary Jean Durand
11332 20th St. N.
Lake Elmo, MN 55042

Mary Jean Durand
11332 20th St. N.
Lake Elmo, MN 55042

Christopher & Karen Cook
733 Tatum
St. Paul, MN 55104

Raymond & Vickie Johnston
2410 Lansing Ave. N.
Lake Elmo, MN 55042

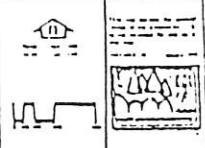
Will Stenzel
412 Birchwood Ct.
White Bear Lake, MN 55110



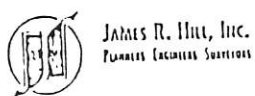
lake
elmo

LEGEND

- | | | | |
|-----|------------------------------|-----|---|
| RAD | RURAL AGRICULTURAL DENSITY | UOC | URBAN OFFICE / COMMERCIAL |
| RED | RURAL ESTATE DENSITY | LB | LIMITED BUSINESS |
| SRD | SUBURBAN RESIDENTIAL DENSITY | | WELL ADVISORY AREA |
| URD | URBAN RESIDENTIAL | | SEE FURTHER DESCRIPTIONS & RECOMMENDATIONS IN THE GUIDE PLAN TEXT |
| P | PUBLIC-QUASI PUBLIC | | |
| C | COMMERCIAL | | |



DATE: 5-17-90



JAMES R. HILL, Inc.
PLANNERS ENGINEERS SURVEYORS

FUTURE LAND USE

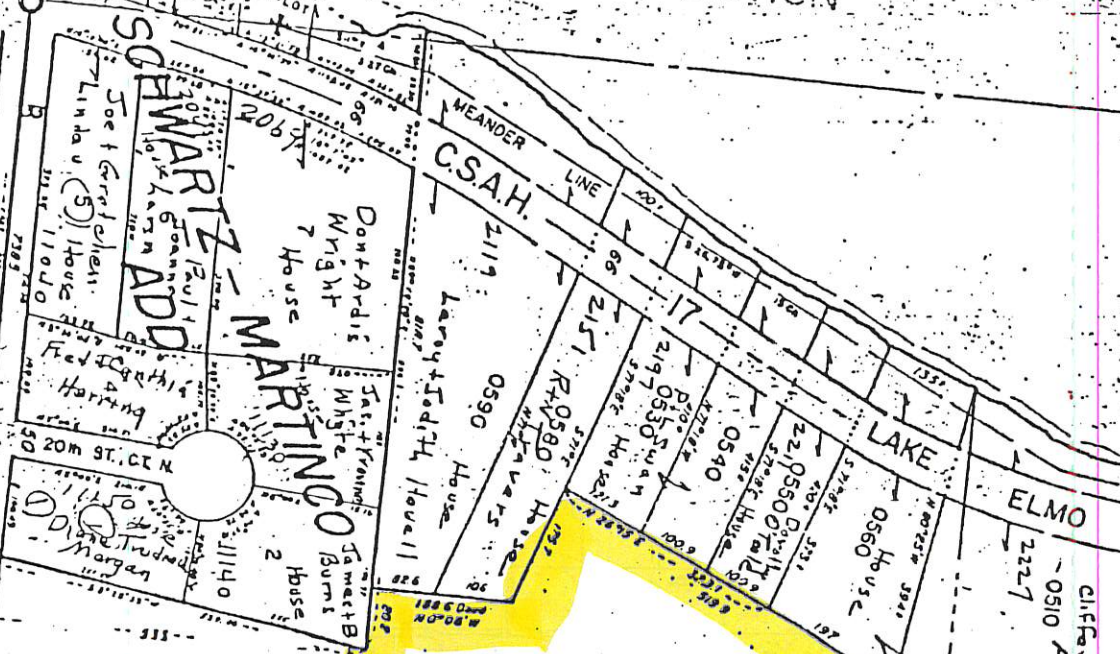
MAP 10
P.29A

W COR
EC. 24

SECTION

23

LAKE ELMO
MINN STATE DNR DIV. OF WATERS
Protected water 82-106 P



0450 House
Eugene + Gloria C.

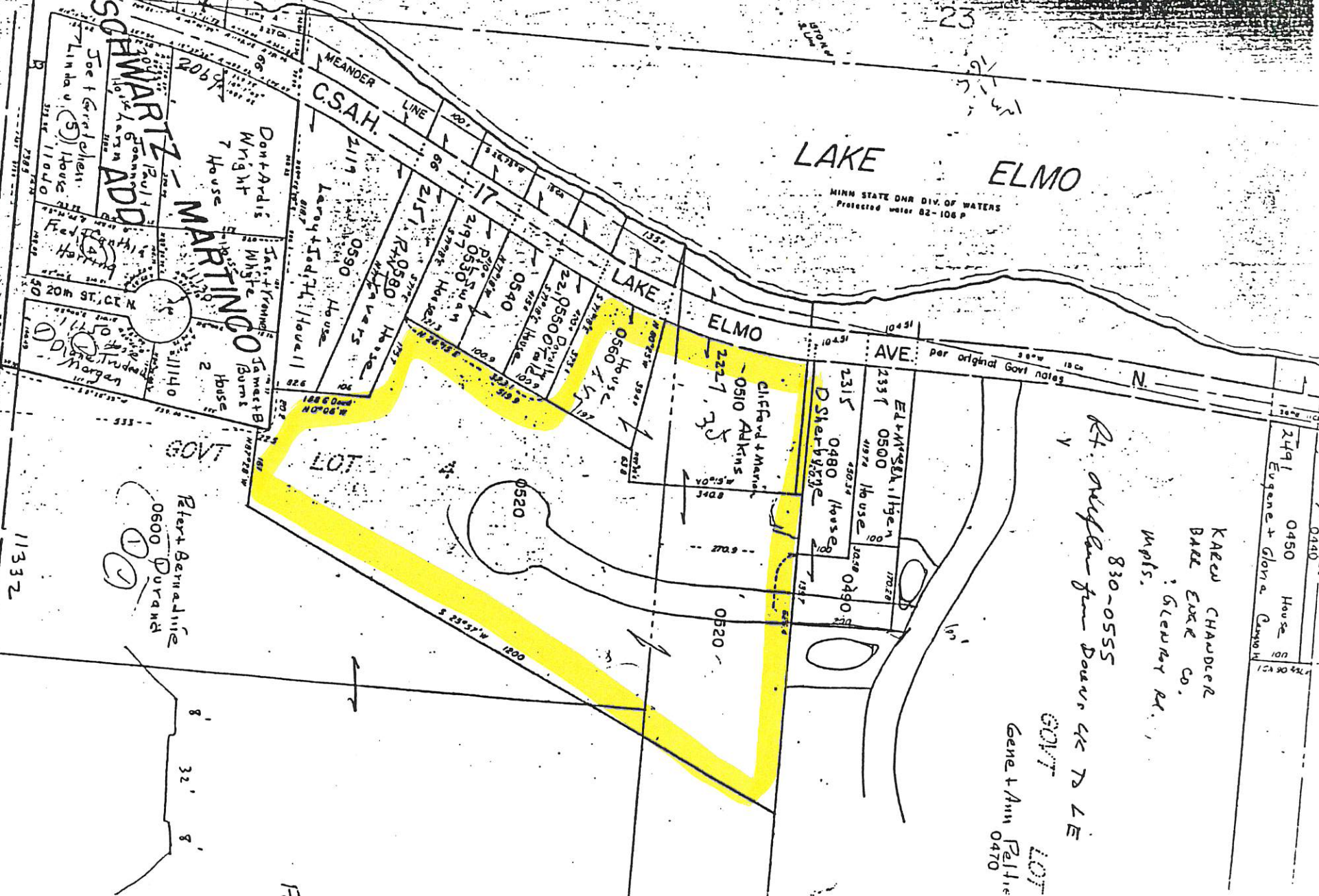
SW COR.
SEC. 24

SECTION

23

LAKE ELMO

MINN STATE DNR DIV. OF WATERS
Protected water 82-106 P



Plat. *Adrian* from *Douglas* 4E to 4E

830-0555

GOVT LOT
Gene + Ann Pajl
0470

KAREN CHAUDER
BARE EURE CO.
Wpts. Glenroy Rd.

0440	0450	House
2491	Eugene + Glora	Chapman

SCHWARTZ
Paul
ADD

MARTINCO
TAMM + BURNS
2 House

DONTARDIS
WRIGHT
7 House

CLIFFORD + MERRILL
0510
ADKINS
2227 35

ELMWOOD
2331
0500
House

2315
0480
House
D. SHERBYRGE

Plant Bernallie
0600
DURAND

11332

12

REQUEST FOR PLANNING COMMISSION REVIEW

Meeting Date: March 11, 1991

AGENDA TOPIC: Arabian Hills: Rezoning from RR to RE Preliminary Plat.	ITEM NO. 4.
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This is a continuation of an application for (1) rezoning (from RR to RE) and, (2) Preliminary Plat approval of this 19 lot subdivision.

Attached are reports from our City Engineer, Tom Prew and our City Planner, Mike Black, both of which recommend approval.

Residents notified at the time of public hearing have been notified of this agenda item.

TKDA

ENGINEERS ARCHITECTS PLANNERS

TOLTZ, KING, DUVALL, ANDERSON
AND ASSOCIATES, INCORPORATED2500 AMERICAN NATIONAL BANK BUILDING
SAINT PAUL, MINNESOTA 55101-1823
612/292-4400
FAX 612/292-0093

March 7, 1991

Planning and Zoning Commission
Lake Elmo, MinnesotaRe: Preliminary Plat Review
Arabian Hills
Lake Elmo, Minnesota
Commission No. 9150-001

Dear Commission Members:

Submitted to the Engineer for review were Preliminary Plans dated March 4, 1991. The following is our review:

1. Preliminary Plat

A Preliminary Plat was submitted; however, it does not match the current street layout in one area. From the street plans, it appears that the centerline street radii do meet our standards. When the final plat is prepared, the street alignment should match the Grading Plan.

2. Site/Grading Plan

A. Lot 10, Block 2

On Block 2, Lot 10, the driveway should be placed above the 100-year flood level. Drainage easement should not extend over the driveway.

B. Lot 9, Block 2

There appears to be 10,000 square feet of drainfield area available at this time. The remaining 10,000 square feet can be tested after fill for the house pad has been in place for one year.

3. Street Plan

A secondary set of catch basins should be installed at about Station 7+00. These would drain to the east pond. As shown, the length of overland flow from the high point at Station 14+50, to the low point at Station 3+00 exceeds the maximum allowed. This correction can be made on the construction plans.

Planning and Zoning Commission
Lake Elmo, Minnesota
March 7, 1991
Page Two

4. **Ponding**

Ponding for this subdivision meets our standards

Conclusion

We feel that the above items can be taken care of during the Final Plan preparations. We recommend Preliminary Plat approval.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Thomas D. Prew". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Thomas D. Prew, P.E.

TDP:j



JAMES R. HILL, INC.
PLANNERS ENGINEERS SURVEYORS

2500 WEST COUNTY ROAD 42, SUITE 120, BURNSVILLE, MINNESOTA 55337 (612) 890-6044 FAX 890-6244

PLANNING COMMISSION REPORT

TO: Lake Elmo Planning Commission
FROM: Mike Black
DATE: March 8, 1991
RE: Rezoning and Preliminary Plat Review
ARABIAN HILLS

Mr. Roger Kolstad, Northern Lakes Diversified, Inc., has again submitted revised plans of the proposed subdivision Arabian Hills. This written report is based upon the following exhibits submitted by the applicant:

1. Soils Overlay Map
2. Preliminary Plat (revision date February 19, 1991)
3. Drainage Plan
4. Grading Plan (revision date March 4, 1991)
5. Street Grades and Profiles (dated March 4, 1991)
6. Stormwater Report / Calculations
7. Soil Borings and Percolation Tests

As discussed at previous meetings, this proposed subdivision does conform to the RED Land Use designation in the Comprehensive Plan and does meet the subdivision density standard of the Residential Estate zoning district. I recommend that the Planning Commission pass a motion recommending to the City Council approval of the rezoning of the Arabian Hills property from R-R Rural Residential to Residential Estates.

PRELIMINARY PLAT REVIEW

This plat has been revised to address previous issues raised by the staff and Planning Commission. The subdivision contains 19 single family lots, one outlet which will be deeded to an adjacent property owner, and no parkland. All lots meet the minimum lot area requirement of 2.5 acres and all other minimum standards of the RE zone. In addition to the revised preliminary, the applicant has provided updated grading and drainage plans and view street profile plans. All final plans must be approved by the City Engineer and a permit from the Valley Branch Watershed District will be required prior to any site grading or construction.

At this time a landscaping plan has not been provided; however, the applicant has stated on the Grading Plan that the City ordinance requirements will be met.

Lake Elmo Planning Commission
March 8, 1991
Page 2

This preliminary plat (February 19, 199) does not include a parkland dedication. Based upon the calculation requirements in the City's Park Dedication Ordinance (Section 401.400), the Arabian Hills plat is required to dedicate 4.5% land ($63.9 \times 4.5\% = 2.87$ acres) or cash in lieu of land. At an estimated land value of \$4,600.00 per acre, the required cash dedication would be \$13,200 or \$700.00 per lot. The applicant and the City can agree upon a fair market value of the land or an appraisal of the property can be ordered.

PRELIMINARY PLAT RECOMMENDATION

I recommend that the Planning Commission pass a motion recommending to the City Council approval of the preliminary plat of Arabian Hills subject to:

1. Final grading and drainage plans shall be approved by the City Engineer prior to commencement of the site grading.
2. Final street plans shall be approved by the City Engineer prior to construction beginning.
3. The applicant shall obtain a permit from the Valley Branch Watershed District.
4. In accordance with Section 306.050, there shall be a minimum 3 foot separation from the lowest floor elevation of homes abutting the seasonal high water elevations of all ponds. The lowest floor elevations shall be:

Lot 1,	Block 2	-	967
Lot 7,	Block 2	-	967.4
Lot 9,	Block 2	-	960
Lot 10,	Block 2	-	960
Lot 9,	Block 1	-	948.5
5. A landscaping plan shall be prepared and submitted to the City prior to construction.
6. As required by Ordinance 400, Section 401.380, an additional 7 feet of road right of way shall be dedicated along Keats Avenue.
7. The applicant shall be required to pay a cash dedication in lieu of a land dedication.

REQUEST FOR PLANNING COMMISSION REVIEW

Meeting Date: 3-11-91

AGENDA TOPIC: <i>LBD</i>	ITEM NO. <i>5.</i>
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Attached is the latest draft of the Limited Business Zoning District.
If time allows we can proceed with working on this ordinance.

USE THIS ONE

LB - Limited Business District

Revised 2-25-91

(A) Purpose

The purpose of the Limited Business District is to establish a comprehensive planned framework for development along I-94. The City has determined that it is in the best interest of the City and the region to responsibly manage growth in this district. It is the intent of this district to promote a high quality of business design and development that produces a positive visual image and minimizes adverse impacts from traffic congestion, noise, odor, glare and similar problems. Specific development goals within the district include the following:

- (1) To encourage a high quality development standard for structures within the district properties, which are among the most visible in the City.
- (2) To protect the natural environment, in accordance with City Ordinances.
- (3) To allow development to comply with the capacity of regional and local road systems.
- (4) To guide development by setting stringent requirements for on-site sewer systems.
- (5) To establish permitted, accessory and conditional uses in order to stimulate local economic prosperity along the interstate corridor and within the Metropolitan Rural Service Area while closely monitoring the magnitude of development so not to prematurely demand the expansion of local governmental services.

(B) Permitted Uses Permitted uses are as follows:

- (1) Clinics for human care including medical, dental, osteopathic, chiropractic and optometric offices.
- (2) Finance, insurance, real estates, investment offices banks (with no drive-up windows--permitted under C.U.P).
- (3) General offices including administrative, executive, and corporate headquarters.
- (4) Professional offices providing services such as legal, engineering, architectural, accounting, auditing and bookkeeping.
- (5) Travel and employment agencies.

(C) Conditional Uses Conditional Uses are as follows:

- (1) Banks and financial services with drive-up windows.
- (2) Health clubs including tennis, racketball, aerobics, weight lifting, swimming, weight loss clinics (all facilities to be housed inside).
- (3) Limited retail uses including:
 - (a) retail sales clearly accessory to the permitted principal use of the land, for example: the compounding, dispensing or sale of drugs, prescription items, patient or proprietary medicine, sick room supplies, prosthetic devices or items relating to any of the foregoing when conducted in the building occupied primarily by medical, dental, osteopathic, chiropractic or optometric offices.
 - (b) The retail sale of commodities marketed to the local area such as:
 - (1) Greenhouses and nurseries, landscaping services, flowers and floral accessories.
 - (2) Art sale and gallery.
 - (3) Furniture, home furnishings and related equipment.
 - (4) Vineyard and winery produce and sale.
 - (5) Sporting goods, skiing, bicycles, motorcycles, snowmobiles, boats and fishing gear (all storage restricted to inside).
- (4) Full service restaurants where food is served to a customer and consumed while seated at a counter or table.
- (5) Golf courses, Club houses, Golf sales, Driving ranges.

(D) Permitted Accessory Uses

Permitted accessory uses shall include required off-street parking, loading areas and signs as regulated in this ordinance. Only accessory structures which are clearly incidental and subordinate to the business will be permitted.

(E) Minimum District Requirements

- (1) Lot Area: 3.5 acres
- (2) Minimum Lot Width: 300 feet
- (3) Minimum Lot Depth: 400 feet
- (4) Building setback from property lines:
 - (a) Front 100 feet
 - (b) Side 50 feet
 - (c) Side (street) 100 feet
 - (d) Rear 50 feet
 - (e) any line adjacent to a residential zone 150 feet
- (5) Parking setback from property lines:
 - (a) Front 50 feet
 - (b) Side 50 feet
 - (c) Side (street) 50 feet
 - (d) Rear 50 feet
 - (e) any line adjacent to a residential zone 100 feet
- (6) Maximum Building Heights: 35 feet
- (7) Maximum Lot Coverage by all structures: 25%
- (8) Maximum area to be covered by buildings, parking lots, driveways and other hard surfaces: 40%
- (9) Sewer Discharge: No sewer discharge shall exceed a ratio of 3.0 SAC units per 3.5 acres. SAC units shall be determined according to Section 309 h. and i.
- (10) Minimum Building Floor Size: 4,000 square feet

(F) Special District Requirements

Due to the high visibility of the Limited Business zone, the following architectural, parking, landscaping, lighting and glare standards shall be in addition to other existing standards in the zoning code relating to the same:

(1) Minimum Architectural Standards

(a) It is not the intent of the City to restrict design freedom unduly when reviewing project architecture in connection with a site and building plan. However, it is in the best interest of the City to promote high standards of architectural design, ~~and compatibility with surrounding structures and neighborhoods.~~ New building proposals shall include architectural plans prepared by a registered architect and shall show, witout limitation, the following:

- (1) Elevations of all sides of the buildings.
- (2) Type and color of exterior building materials.
- (3) Typical general floor plans.
- (4) Dimensions of all structures.
- (5) Location of trash containers and of heating, cooling and ventilation equipment and systems.
- (6) Description of unique architectural features specific to the particular request.

~~(b) -- Unadorned prestressed concrete panels, concrete block and unfinished metal shall not be permitted as exterior materials. -- The City may at its sole discretion allow architecturally enhanced block or concrete panels.~~

(b) The exterior of all buildings may be made of brick, stone, glass or the equivalent.

(c) All rooftop or ground mounted mechanical equipment ~~and exterior trash storage areas shall be enclosed with materials compatible with the principal structure.~~ shall be designed as an aesthetically integral part of the building.

(d) All exterior trash storage/recycling areas shall be enclosed with materials compatible with the principal structure.

(2) Parking

All drives and parking lots shall be constructed with concrete or blacktop, and with concrete curb and gutters. Where appropriate, sidewalks may be required.

Parking lot landscape areas, including landscape islands shall be reasonably distributed throughout the parking lot area so as to break up expanses of paved areas.

(3) Landscaping

All yard area shall either be landscaped green areas or open and left in a natural state. Yards to be landscaped shall be landscaped attractively with lawn, trees and shrubs in accordance with a plan prepared by a landscape architect. Areas left in a natural state shall be kept free of litter, debris and noxious weeds. Yards adjoining any residential zone shall contain a buffer area consisting of berming, landscaping and/or fencing for the purpose of screening noise, sight, sound and glare. A reasonable attempt shall be made to preserve as many existing trees as is practical and to incorporate them into the site plan.

Where areas abut residential districts, a buffer area of a minimum depth of 100 feet will be required. Such a buffer area shall be completely constructed and approved by the City prior to all final City inspections for construction on site. Prior to the issuance of a building permit or commencement of any improvements on site, the owner shall provide the City with a financial security for a minimum of 24 months, approved by the City Attorney, to assure construction of the buffer area.

(4) Lighting and Glare

Plans for new developments shall include a lighting plan denoting the location, type and height of lighting fixtures and the illumination patterns shown on a site plan. Glare whether direct or reflected, such as from floodlights or high temperature processes, and as differentiated from general illumination, shall not be visible at any property line.

(5) Traffic

No use shall be allowed unless the property owner provides a road plan acceptable to the City, which shall demonstrate, at a minimum, that the proposed use and resulting traffic will not adversely affect the then existing traffic of the City. All private roads must comply with existing City Ordinances, with construction and maintenance being the sole responsibility of the property owner.

REQUEST FOR PLANNING COMMISSION REVIEW

Meeting Date: March 11, 1991

AGENDA TOPIC:

"Planned Unit Development Workshop"

ITEM
NO.

If any City Council or Planning Commission member would like to attend this workshop, please call Kathy before Friday, March 15th.

Seminar Outline:

THE PLANNED UNIT DEVELOPMENT (PUD) APPROACH
TO LAND DEVELOPMENT

A practical look at a much misused and misunderstood development tool which can provide great flexibility in accomplishing your community's goals.

WHAT IT IS: HOW IT DIFFERS FROM CONVENTIONAL ZONING

HOW THE PROCESS WORKS: ADAPTING IT TO YOUR SIZE COMMUNITY

MODEL PUD ORDINANCE: WHAT TO INCLUDE

- * Authorization
- * Allowed uses
- * Standards
- * Control

EMERGING TRENDS AFFECTING PUDS IN THE 80'S AND 90'S

CASE STUDIES

- * Metro and non metro location
- * Smaller and larger communities

SUMMARY

- * Advantages
- * Problems
- * Pitfalls to avoid

REGISTRATION FORM

FOR APRIL 6, 1991 PUD SEMINAR CONDUCTED BY GTS:
\$10.00 PER PERSON Lakeland City Hall 8:30AM - Noon

_____ NUMBER ATTENDING _____ AMOUNT ENCLOSED

NAMES OF REGISTRANTS:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



copied to
cc
3/7

690 Quinnell Avenue North
Lakeland, MN 55043
(612) 436-4430

MARCH 6, 1991

TO: Honorable Mayors of
Lake Elmo
Bayport
Oak Park Heights
Lakeland Shores
Lake St. Croix Beach
St. Mary's Point
Afton
Supervisor of West Lakeland Township

FROM: E. Craig Morris, Mayor
City of Lakeland

The City Council and Planning Commission of Lakeland decided that it would be in our interest to obtain an additional training resource that will enable us to be more effective in our roles relative to development and planning. It has also been agreed that we need a forum to address issues of mutual interest amongst the communities which comprise the lower valley area.

I am writing to invite you to participate in a learning experience sponsored by the City of Lakeland and conducted by the Government Training Service (GTS) regarding "Planned Unit Development". This seminar will be held, Saturday, April 6, 1991 8:30AM until 12:00Noon at the Lakeland City Hall, 690 Quinnell Avenue North, Lakeland. A seminar outline is attached for your review. The price for this seminar is \$10.00 per person.

Registration deadline is Saturday, March 30, 1991. All checks should be payable to the City of Lakeland and registration forms should accompany each payment.

We hope that this event will serve as the first in a series of many future forums which will enable us to learn together, discuss issues of mutual concern, and effectively improve our personal skills and competency. I hope each of you will take the time to carefully consider this opportunity for yourselves and members of your city administrative staff, council or planning commission.

I look forward to seeing you and working with you during this and future sessions.