



# City of Lake Elmo

Phone: 651-777-5510

Fax: 651-777-9615

3800 Laverne Avenue North / Lake Elmo, Minnesota 55042

The Lake Elmo Planning Commission will meet  
Monday, January 14, 2002 at 7:00 p.m.  
in the Council Chambers of City Hall,  
3800 Laverne Avenue North, Lake Elmo, Minnesota.

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## AGENDA

1. Agenda
2. Minutes – November 26, 2001
3. **Organizational:**
  - a. Election of 2002 Officers (Chair; Vice-Chair; Secretary)
  - b. Adopt 2002 Meeting Schedule
4. **PUBLIC HEARING:** **Amend Architectural Performance Standards in Limited Business, Business Park, and General Business Zoning Districts (Section 300)**
5. **2002 Work Plan**
6. Other
7. Adjourn

Lake Elmo  
Planning Commission

Approved

Monday, January 14, 2002  
Meeting Minutes

Chairman Armstrong called the meeting to order at 7:03 p.m. in the Council Chambers of City Hall, 3800 Laverne Avenue North, Lake Elmo, Minnesota. Present: Commissioners Deziel, Taylor, Ptacek, Sessing, Mandel and Helwig. Absent: Commissioner Sedro. Also present: Planner Dillerud.

**1. Agenda**

- Add :           2.A Planning Commission Roster Discussion - Mandel  
                  6.A Portable Buildings - Mandel

**M/S/P Helwig/Armstrong - to approve the agenda, as amended.  
(Motion Passed 6-0).**

**2. Minutes Regular Section**

**M/S/P Sessing/Helwig – to approve the December 10, 2001 (regular) Minutes, as presented.  
(Motion Passed 6-0).**

**2.A** Commissioner Mandel explained that due to some family issues, he would be willing to step down as a Planning Commissioner, and in light of the recent applications received, and that he was excited several residents had shown an interest in volunteering.

**3. Organizational**

*(Deziel arrived 7:15 p.m.)*

**Election of 2002 Officers:**

Chair:           Armstrong 6-1   Abstain: Deziel  
Vice Chair:   Bob Helwig 6-1   Abstain: Deziel  
Secretary:   Jeff Berg 7-0

**M/S/P Armstrong Helwig - to approve the 2002 Planning Commission meeting schedule, as presented.**

**4. PUBLIC HEARING: Business District Exterior  
Architectural Performance Standards**

Planner Dillerud explained that staff adjusted the draft amendments and restructured them into ordinance format. He reported that the City Administrator added identical terms to each of the five business district sections of the Municipal Code.

**Chairman Armstrong opened the comment portion of the Public Hearing at 7:25 p.m.**

**Gloria Knoblauch  
Resident**

Ms. Knoblauch asked if the Planning Commission was deciding on a color code for historic buildings, and another color code for new construction. She said, in other words, she wanted to make sure the public knew they could pick any exterior color they wanted.

Chairman Armstrong said the ordinance allowed more flexibility.

Planner Dillerud explained that no reference to the color of exterior surfaces is made in the proposed Ordinances; the amendments are primarily intended for the I-94 area of the City and new construction.

**Chairman Armstrong closed the comment portion of the Public Hearing 7:27 p.m.**

Commissioner Deziel said he thought the amendments were unnecessary and restrictive, and that he had not heard enough to convince him to vote for recommendation of the Ordinances.

**M/S/P Helwig/Taylor -to recommend the City Council adopt Ordinances 97-\_\_, 97-\_\_, 97-\_\_, 97-\_\_ and 97- \_\_, relating to Architectural Performance Standards in the General Business, Highway Business, Convenience Business, Limited Business, and Business Park Zoning Districts.**

**(Motion Passed 6-1). Opposed: Deziel.**

## 5. 2002 Work Plan

Planner Dillerud noted that much of the 2001 Work Plan was completed by the Planning Commission, or was in progress. He reviewed issues of the 2001-2006 Capital Improvement Plan and other Comprehensive Plan Policy issues. He noted the remaining 2001 Work Plan items as follows:

1. Zoning Code Update (CDBG – in progress)
2. Community Facilities and Staffing Forecast (CDBG – in progress)
3. Old Village Neighborhood Design Study (CDBG – in progress)
4. Cimarron Neighborhood Study (Study Design in progress)
5. 2003 – 2007 Capital Improvement Plan
6. Review/amend Sign Code
7. Review/amend street design standards (Council/PC committee appointed)

Commissioner Helwig asked if the Lighting Code should be addressed

Planner Dillerud said the current committee discussing this issue was himself and Council Member DeLapp.

**M/S/P Deziel/Helwig - to add to the 2002 Work Plan: Continue to make progress regarding discussion of common Wetland Treatment Systems in the Old Village area.  
(Motion Passed 7-0).**

**Helwig requested reviewing street standards before sign code.**

**M/S/P Armstrong/Sessing to approve the 2002 Planning Commission Work Plan, as follows:**

1. Zoning Code Update (CDBG – in progress)
2. Community Facilities and Staffing Forecast (CDBG – in progress)
3. Old Village Neighborhood Design Study (CDBG – in progress)
4. Cimarron Neighborhood Study (Study Design in progress)
5. 2003 – 2007 Capital Improvement Plan
6. Review/amend street design standards (Council/PC committee appointed)
7. Review/amend Sign Code

**(Motion Passed 7-0).**

**6. a Other: Portable Buildings**

Commissioner Mandel reported that he received a call from a resident inquiring about the legality of portable buildings such as carports and storage structures made of aluminum framing and covered with canvas or plastic.

Planner Dillerud reminded the Commissioners that all such inquiries should be directed to City Staff, and assured the Commissioners that he would check into this matter.

**Chairman Armstrong Adjourned the meeting at 7:55 p.m.**

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Respectfully submitted, Cynthia Young – Planning Secretary