



**City of Lake Elmo
Planning Commission Meeting
Minutes of December 10, 2018**

Chairman Dodson called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.

COMMISSIONERS PRESENT: Dodson, Dorschner, Weeks, Kreimer, Hartley, Lundquist, Pearce

COMMISSIONERS ABSENT: Johnson & Pearce

STAFF PRESENT: City Planner Prchal and Planning Director Roberts

Approve Agenda:

M/S/P: Lundquist/Hartley, move to approve the agenda as presented, ***Vote: 6-0, motion carried unanimously.***

Approve Minutes: November 26, 2018

M/S/P: Hartley/Dodson, move to approve the November 26, 2018 Minutes as amended, ***Vote: 6-0, motion carried unanimously.***

Business Item – 2019 Planning Department Work Plan

Prchal started his presentation regarding the 2019 Planning Department Work Plan. Many of the items that were on the work plan in 2018 were completed and a number of items are in progress. Prchal stated that the large item for 2019 will be codifying the Ordinances with the adoption of the Comprehensive Plan. Creating the Mixed Use Zoning District is on the agenda tonight and is an important one with the adoption of the Comprehensive Plan.

Dodson would like to see that the ordinances on the website get updated with what is current. Prchal stated that American Legal will be updated as part of the recodification with the Comprehensive Plan. Weeks stated that there is a cost component as American Legal is the one doing the updating vs. staff. Prchal stated that the Zoning code is current in a PDF version on the website. Dodson feels to get the citizens compliant with ordinances, it has to be more user friendly for them. Dorschner is wondering about the trailers in front, side yards and driveways and what problem is being solved. Roberts stated that currently the way the ordinance reads, the

only place to legally store it is in your back yard. Roberts stated that other cities allow the storage of utility trailers in other areas. The Commission could think about options like size limitations and such, but this would give people other options. Dodson asked if there were many complaints about this. Prchal stated that complaints are relatively low, but if someone went around and took pictures of all the trailers not in compliance, it would be a full time job for enforcement. Roberts stated this is not in the zoning code, but in the screening section.

Kreimer asked about the priority number of overlay districts and why there wasn't one. Prchal stated that it was a carryover item and staff thought it would be better to work on the design guidelines than to work on the overlay districts. Weeks feels the overlays can get complicated and restricted and is not in favor of them.

Hartley asked if there is a time limit in which to have the ordinances match the adopted Comprehensive Plan. Roberts stated that state law gives a City 9 months to get the Ordinances in compliance with the Comprehensive Plan.

Dodson would like to add a bullet point to ongoing Planning Activities to update the City website with zoning amendments, including American Legal.

Kreimer stated that there is not a priority level for the Village Parkway Railroad Crossing. Roberts stated that would probably be a four as it is development driven by what happens on both sides of the tracks.

Weeks asked about the first item under the 2040 Comprehensive Plan Update which is plan for possible density reductions. Prchal stated that he would need to refer to Jennifer and it is probably a carry over. This item can be taken out as it was addressed with the 2040 Comprehensive Plan.

Kreimer was wondering if there should be anything for the Planning Commission regarding the water and 3M, or if that was all legal and City Council driven. Weeks stated that she feels it is all City Council and legal driven.

Hartley stated that a part of that issue is that the targets for various parts of the City depend on having water utilities to support the growth. Hartley feels it would be something that was better dealt with proactively vs. reactively.

Dorschner stated that the Planning Commission has no role in that issue. Hartley stated that it does affect City Planning. Weeks feels that the Planning Commission should continue to plan the way they are and it is up to staff to notify potential applicants about the water issues.

Roberts stated that he has not heard anything from the City Engineers that they feel this is a problem or they would have been talking moratorium by now.

M/S/P: Dodson/Dorschner, move to recommend that staff submit the 2019 Work Plan to the City Council as presented and amended by the Planning Commission, **Vote: 6-0, motion carried unanimously.**

Business Item – Zoning Text Amendment – Mixed Use

Roberts started his presentation regarding the Zoning Text Amendment to create a Mixed Business Park and a Mixed Use Commercial Zoning District. This Zoning Text Amendment is a direct response to what is in the 2040 Comprehensive Plan.

The proposed ordinance provides descriptions that would line up with the Comprehensive Plan. There would be additional submittal requirements that would be imposed on developers. This area is required to have a mix of 50 percent residential and 50 percent commercial to meet the density and housing unit numbers. This gives developers and the City flexibility to meet market demands. There is a mix of permitted and Conditional uses, with no interim uses proposed.

Hartley stated that he feels manufacturing should be a conditional use so that each one is looked at separately to gauge the impact. Dodson stated that there needs to be criteria to judge it against it. Weeks suggested it be called light manufacturing so that applicants understand it is not a busy facility that creates a lot of traffic and noise. Weeks stated that many manufacturing facilities stay once they are settled in a place and support other businesses and employ numerous employees and do not strain City services. Dodson looks at the criteria in terms of noise, mess and traffic value. Kreimer suggested possibly hours of operation if located by a residential area.

The Planning Commission felt light industrial and research and testing should be included in both the Mixed Use Commercial and Mixed Use Business Park.

Dodson asked about the 50% residential and 50% Commercial. Dodson feels that it will be difficult for a plan to meet that exactly and thinks it should say at least 50% residential. Kreimer asked if a project could be 100% residential. Roberts said yes a project could be 100% residential. Hartley asked if there is a definition for what a ghost plat is. Roberts stated it is basically a sketch plan, which would not be approved, but would show how a future phase could meet the 50/50 requirement.

Hartley is concerned about the legal ramification of the ghost platting. Weeks stated that she feels that ghost plats are binding, they just are not recorded. Hartley is concerned that if they are not recorded, they are not binding to a future property owner. Roberts stated that the ghost plats are a tool to use to prove to the Met Council the City's ability to meet the residential numbers. Dodson thinks the ghost platting complicates things. Hartley asked if other City's use the ghost plat tool and if they have

experience with it, what are the thoughts or problems with it. Roberts stated that he is not sure if other City's use this tool.

Dodson thinks drinking and entertainment should be conditional uses. Weeks stated that the state limits liquor licenses and the City might be at the maximum already. Roberts stated that staff is suggesting that self-service storage and trade shop not be allowed in the mixed use because of impacts to residential.

Dodson would like the Lake Elmo Design Standards guidelines referenced in 154.512 (c). Dodson thinks there should be a specific number requirement for bicycle parking. That number could be a percentage such 5% of the car parking. Roberts is wondering if that is even important enough to include. Dorschner feels the market drives that and it should be taken out.

Dorschner wanted to clarify that this is just the mixed use in the I-94 are and none of this would apply to the Village Mixed Use. Roberts stated that is correct.

City Council Updates – December 4, 2018

1. Amendment to Boulder Ponds 3rd Developer Agreement - approved
2. Wyndham Village Final Plat - approved
3. Royal Golf 3rd Addition Final Plat, PUD and Easement Vacation - approved
4. Chapter 32: Planning Commission Ordinance - approved

Staff Updates

1. Upcoming Meetings
 - a. January 14, 2019
 - b. January 28, 2019

Meeting adjourned at 8:47 pm

Respectfully submitted,

Joan Ziertman
Building Permit Technician