

**City of Lake Elmo
Planning Commission Meeting
Minutes of January 10, 2011**

Chairman Van Zandt called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m. COMMISSIONERS PRESENT: Bidon, Britz, Fliflet, Hall, Pelletier, Van Erem, Van Zandt, Williams, Ziertman. STAFF PRESENT: Planning Director Klatt and Planner Matzek.

Agenda

M/S/P, Hall/Williams, to approve the agenda as presented. Vote: 9:0

Minutes – November 22, 2010

Commissioner Williams said he does not remember making the statement identified in the fifth paragraph under the public hearing. He asked that it be removed.

M/S/P, Williams/Britz, to approve the minutes as amended. Vote: 9.0

December 13, 2010

M/S/P, Williams/Fliflet, to approve the minutes as presented. Vote: 6:0 Abstained: Hall, Van Erem, Ziertman.

Public Hearing – None.

Business Item – Planning Commission 2010 Annual Report

Planning Director Klatt stated the City Council has asked to extend the date for the Commission's annual meeting until February 14th and the applicable commissioner terms will expire then.

Planning Director Klatt summarized the items that were accomplished by the Planning Department and Planning Commission in 2010. He said although the land use applications were down in numbers, there were a high number of ordinance revisions completed. He said two of three outstanding residential developments were brought into compliance and accepted by the city. He asked the commission to review the report, revise if necessary and provide direction to staff in forwarding this report to the City Council.

M/S/P, Fliflet/Ziertman, move to recommend staff forward the Planning Commission 2010 Annual Report to the City Council. Vote: 9.0.

Business Item – Planning Commission 2011 Work Plan

Planning Director Klatt said he tracked the changes from the 2010 Work Plan to show what was completed, in progress or still needs work. He said the high priority item for 2011 is the Comprehensive Plan update for the Village Area and South of 10th Street. He said he would also like to continue moving forward with the review of the exterior storage ordinance. He said another item the city will likely need to address is the position

on how properties five to ten acres in size should be reviewed when requests for rezoning and/or Comprehensive Plan changes come forward. He asked the commission to review the work plan, make changes if necessary and to make a recommendation to move the document on for City Council review.

Commissioner Hall said it is difficult to read and suggested having items listed by intended timeline completion.

Commissioner Pelletier asked for the review of the outdoor lighting ordinance be placed on the 2012 work plan. She said some residential neighborhoods want lighting allowed.

Commissioner Pelletier said there is not a plan for parks and trails in the Village Area Plan and would like to see that be flushed out further.

Planning Director Klatt said the City has an overall Park and Trail Plan, but it does not specifically get into what should be included in each park.

Commissioner Williams said it is more important to identify that a park will be needed of a certain acreage and so many miles of trails are needed.

M/S/P, Williams/Fliflet, move to forward the Planning Commission 2011 Work Plan onto the City Council as amended in the discussion. Vote: 9:0.

Business Item – *Moving Forward in Village Area and South of 10th Street Planning*

Planning Director Klatt identified progress in planning for future sewer areas. He said staff is intending to have an open house at the end of January with a sewer status update by the City Engineer as well as potential changes for south of 10th street and timing. He said committees will be formed in February.

Commissioner Fliflet suggested waiting to have an open house until plans are able to be disseminated.

Planning Director Klatt said the City Council has made a number of decisions and it has been such a long time without a public dialogue; he does not want to get too far down the road without another proactive dialogue with residents.

Chairman Van Zandt said he would like staff to formulate and share an agenda for the open house with the commission. He said visuals are important.

City Council Updates

Planning Director Klatt said the D&T Trucking IUP Renewal was approved, but only for two years instead of the four years recommended by the commission.

Commission Concerns

Chairman Van Zandt asked commissioners to encourage residents to apply to serve on commissions.

Adjournment:

The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Kelli Matzek
Planner