

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

JUNE 25, 1990

7:30 p.m. MEETING CONVENES

1. AGENDA
2. MINUTES: June 11, 1990
3. Work Session with City Council on Comprehensive Plan, proposed ordinances for Freeway Business and Residential Estates.
4. Other
5. Adjourn

LAKE ELMO PLANNING COMMISSION MINUTES

JUNE 25, 1990

Chairman DeLapp called the Planning Commission Meeting to order at 7:30 p.m. in the City Council chambers. Present: DeLapp, Stevens, Johnston, Bucheck, Arkell, Johnson, Wilfong, Thomas, Enes (Arrived 8:25 p.m.), City Planner, Mike Black and Adm. Kueffner. Absent: Conlin, John. Council Members Present: Williams, Hunt, Graves, Armstrong.

1. AGENDA

Add: Update on Met. Council - Aviation Study

M/S/P Stevens/Bucheck - to approve the June 25, 1990 Planning Commission agenda as amended. (Motion carried 8-0).

2. MINUTES: June 11, 1990

M/S/P Bucheck/Stevens - to approve the June 11, 1990 Planning Commission minutes as amended. (Motion carried 8-0).

3. Work Session with City Council on Comprehensive Plan, proposed ordinances for Freeway Business and Residential Estates.

The Commission and Council reviewed each page of the (Preliminary) 1990 Comprehensive Plan. Listed below are proposed changes.

Page 2: I.C. History, 5th Paragraph, 1st Sentence  
Change "most" to "all"

3: 1. State of Minnesota, 3rd Paragraph, 2nd Sentence  
Add: "and Ag Preserves" after (e.g. Green Acres....)

6: a. The Valley Branch Watershed District, 6th sentence  
Add: "at least partially" after surface water is...

18: b. Policies for Environmental Protection,  
6th Policy Statement  
Add a comma(,) between bedrock and groundwater

19: Table 6--Summary of Land Uses,  
Source: Planning Commission Research.  
The PZ Requested footnotes.

\*Agricultural Preserves, 11th Sentence  
Check if "369.6 acres" is the correct figure.

Page 21: c. Commercial: Delete year (1989) in last sentence.

22: 2. Analysis: Delete word (undeveloped)

- 25: (1) Goals for Residential Development: Rewrite as follows:  
\*To allow housing for all persons, regardless of race, color, national origin, sex, religion, age, income level or handicapped status.

RE Ordinance: There was discussion on changing the density from 3 units per 10 acres to 6 units per 20 acres. The PZ indicated they would like to discourage a person who owns 10 acres, builds on one corner and plans on splitting into 3-3 acre parcels. The Commission felt the people who buy 10 acres believe the surrounding area will also be zoned for 10 acre lots. Therefore, the following changes were made:

- provide minimum development size for the creation of "neighborhoods" with at least 20 acres.
- provide for rural estate development at densities not to exceed 6 units per 20 acres; with a minimum of 20 acres per development.

Page 26: Change wording in 4th Paragraph to coincide with the "One Acre" Rule for drainfields which was passed by the City Council: \*On-site sewage treatment systems will consist of....(incorporate the "One Acre" of land suitable for drainfield purposes) Rule.

- c. Commercial (2nd Sentence):  
Change "pressures" to "requests"

Because we lack the central services along I-94, Councilman Williams suggested inserting the following wording:

"Commercial along I-94 is expected to be oriented to regional needs and markets. It is not the intention of the City of Lake Elmo to provide goods and services to the travelling public."

Adm. Kueffner pointed out that some of the General Bus. uses may be appropriate along I-94 rather than the few that are permitted in the Freeway Dist. Ord. The Council indicated, at this time, they were not discussing the Ord., but was addressing a policy statement for the Comp

Plan. The City is planning to develop at a relatively low density and is attempting to avoid intense uses that are going to cause problems with police and fire protection, sanitation, and traffic.

The PZ suggested the purposes stated in the Freeway Dist. Ord., along with Councilman Williams' proposed sentences, be inserted into the Comp Plan.

Page 27: There was some discussion on keeping the paragraph addressing the sprinkling system ordinance since the Council will review amending this Ord. The Commission decided to keep this paragraph in because if the ordinance is amended the Comp Plan will be automatically be amended.

Page 28: A new Historical District.... Sentence should read: "The intent of this district is to preserve the existing historical buildings and to set guidelines for requiring compatibility and similar design standards for new buildings in the District.  
4. Future Land Use Plan  
Insert word "urban" after metropolitan.

M/S/P Bucheck/Enes - to accept Section I and II, as amended. (Motion carried 9-0).

Page 32: c. Railroad and d. Public Transit  
Change "TH 212" to "State Highway 5"

Page 35: (2) Policies. The Commission felt it should not be City Policy to provide paved shoulders. If people request paved shoulders, then the request should be addressed.  
Delete: \*When roads are rebuilt and do not have curbs, provide paved shoulders for use by pedestrians and bicyclists.

Page 41: b. Public Water System, 2nd Paragraph, 3rd Sentence  
Change "chloroform" to "coliform bacteria"

Page 44: c. Waste Management: 4th Sentence,  
Change "fort" to "for the"  
d. Public Sewer, 1st Paragraph, 4th Sentence  
Delete: "and water" because it does not belong under Public Sewer discussion.

Page 45: Under b. Public Water System, (2) Policies:  
Move Policy Statement: \*To prevent the extension of public water into rural areas of the City to Section (1) Goals  
Spelling: (1) Goals: Change "reinforce" to "reinforces"  
(2) Policies: Change "late" to "rate"

Page 46: e. (2) Policies: Change "insure" to "ensure"  
Add Policy: No privately owned and operated sewer systems and waste water treatment plants will be allowed in the City of Lake Elmo.  
(Mike Black will find out MPCA regulations and will tie this wording into the Policy.)

Mike Black pointed out in the Table of Contents: A. Transportation, Page 37, a street plan was to be inserted. If the Commission does not have a plan, then this should be deleted. B. Parks and Open Space:

there should be a short description of the intention of park and open space and strategy for providing local facilities and a corresponding map showing undeveloped areas where we anticipate park land. The Parks Commission had a difficult time developing a future park site map. The PZ would like to pursue this, but, now, a map will not be inserted into the Comp Plan.

M/S/P Wilfong/Enes - to accept Section III of the Comp Plan, as amended. (Motion carried 9-0).

Page 49: 5th Paragraph: Change wording to: Lake Elmo desires to maintain its rural character and will resist providing urban services outside of the MUSA. ....

2. SUBDIVISION: Discussion followed on what the definition was of "highest and best use" and what benefit there was for keeping this sentence in. The PZ decided to delete the entire sentence and add "Definition of highest and best use" as a PZ Work Plan Item.

Delete Sentence, "It is the intent of the ordinance... in the subdivision regulations."

Page 51: E. Comprehensive Plan Amendment Procedures:  
Capitalize "Planning Commission" throughout paragraph  
Spelling: 4th Sentence, change "valuated" to  
"evaluated"

M/S/P Johnson/Enes - to accept Section IV of the Comp Plan, as amended. (Motion carried 9-0).

TITTLE BLOCKS:

Page 12A. Map 3 Where did we get the information. Key needed for map.  
12C Map 5 Needs Legend  
12D Needs Legend  
12E Reference document for further information  
34A Should we have a Key  
39A Change "Co. Road 10" to "County Road 70",  
Key needed for map.

M/S/P Enes/Buchek - to table remaining items, Draft RE Ord. and Freeway Business Ord., until the July 9th Planning Commission meeting and to discuss public comments heard at the Public Hearing on the FLUMap and discuss the Met Council review, if available, of the Comp Plan. (Motion carried 9-0).

Update on Met Council Aviation Study--Ed Stevens

Ed Stevens explained the Met Council, some time ago, sent the City the proposed Aviation Plan for their comments. At that time, the PZ chose not to act on this. Ed urged the Commission to make their comments known and to get together with other communities, such as, Baytown, Afton, West Lakeland, Grant Township, that are also opposed to the expansion of the airport. If nothing is done to fight this airport expansion, the Commission indicated the City could be assured of the expansion.

M/S/P Enes/Bucehck - to adjourn the Planning Commission meeting at 10:25 p.m. (Motion carried 9-0).

LAKE ELMO HEIGHTS  
c/o Don Bishop  
85 Imperial Drive, #305  
West St. Paul, MN 55118

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May 17, 1990

The Honorable Susan Dunn and  
Members of the City Council  
City of Lake Elmo  
Lake Elmo, MN 55042

RE: Future Land Use Map  
NE 1/4 of Section 21

Dear Mayor Dunn and City Council Members:

The Preliminary Future Land Use Map we have seen shows a line running west from Inwood Avenue, just north of 27th Street, in the NE 1/4 of Section 21, through land already platted up to the NSP power line easement, and then northward to Stillwater Boulevard, then east along that street, before going south and then west along 27th Street, so as to enclose already platted land, back to point of beginning. The land so enclosed has no designation marked.

This letter is to request that as this Preliminary Future Land Use Map is studied and finalized, that you place the east-west line which would run west from Inwood Avenue at the south boundary of the NE 1/4 of Section 21 and designate the unplatted land north of that line as ~~RD~~ <sup>RD</sup> ~~RD~~ <sup>RD</sup> ~~RD~~ <sup>RD</sup> is understood to be the contemplated new zoning designation for estate-sized lots, now contemplated as 3 lots for 10 acres of grass acreage.

This would have the effect of making it possible to apply for approval of the third phase of Lake Elmo Heights subdivision as originally approved in concept.

It has been agreed by members of Lake Elmo City Council and others that Lake Elmo Heights is a good and attractive subdivision.

Thanks very much for your consideration.

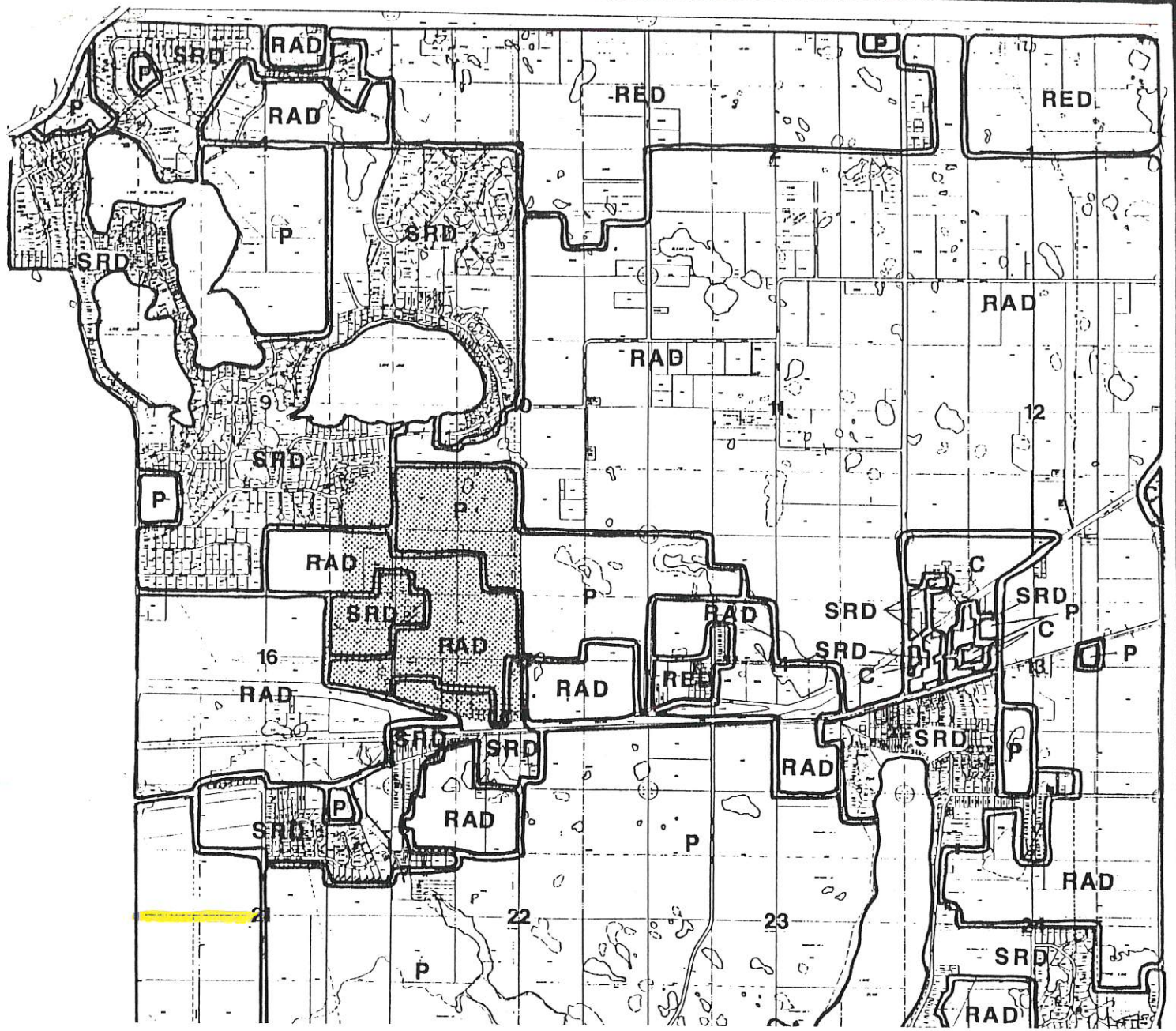
Regards,

  
Don Bishop  
General Partner

P.S. Illustrative Map attached.

✓ cc: Mary Kieffner  
City Administrator

*P.S. a reply within 60 days would  
be appreciated.*





301.070 D (2b) RE 2 1/2

A. Permitted Uses and Structures

- (1) One family detached dwellings within planned subdivisions of at least 20 acres, nominal.

B. Minimum district Requirements

- (1) Lot Size . . . . . 2 1/2 to 7 acres nominal
- (2) Lots per subdivision . . . . . 3 lots per each 10 acres of subdivision, including associated internal roads and common land dedication.
- (3) Configuration: . . . . . Lots must be generally rectilinear and be configured to contain a circle with a diameter of 250 feet. The ratio of general lot length to general width should be a maximum of 3:1.
- (4) Building Setbacks from Property lines:
  - (a) Front <sup>125</sup> ~~100~~ feet minimum
  - (b) Side (interior) . . . . . 50 feet minimum
  - (c) Side (corner) . . . . . 80 feet minimum
  - (d) Rear . . . . . 100 feet minimum
  - (e) Arterial Street . . . . . 150 feet minimum
- (5) Frontage on public roadway . . . . . 100 feet minimum except 70 feet at the end of cul-de-sacs
- (6) Area of primary structure <sup>1500</sup> ~~1200~~ sq. ft. minimum above grade, including walkout levels if at least 25 % of building perimeter is above grade.
- (7) Parking . . . . . 2 enclosed spaces minimum (200 s.f. minimum per space). 2 exterior spaces with vegetative screening from public road and adjacent property.
- (8) Hardsurface coverage . . . . . 15% maximum

(9) Septic drainfield regulation (to be typed here in summary).

### **C. Accessory Uses and Structures**

(1) Uses and structures which are customarily accessory and clearly incidental and subordinate to permitted uses and structures, as set or in Section 301.XXX.

(2) 1,200 total sq. ft. maximum total for accessory building structures including attached and/or detached garages, and detached gazebos, screenhouses, conservatories, children's playhouses, cabanas, hobby shops, greenhouses, garden sheds and storage buildings for noncommercial use. Provide vegetative screening from road and adjacent property for all accessory structures. Construct accessory structures to be compatible with primary structure.

(3) Swimming pools, permanent hot tubs, swing sets, volleyball, tennis, paddleball, and similar sport courts, (maximum one each) outdoor sculpture, and hard surface terraces.

(4) Two accessory building structures maximum per lot.

### **D. Driveways**

(1) One driveway entrance per 200 feet of road frontage per lot with maximum 12 foot width at public boulevard and 18 feet at edge of highway paving. Bituminous or concrete surface required within public boulevard. Wherever feasible driveways servicing corner lots to connect with least travelled public road. Driveway access permitted to one road per lot.

### **E. Developer requirements**

(1) Provide for review by City, landscape plan with covenants to be enforced with property owners which show how subdivision will assume a rural character through the placement of ponding, berms, trees and tree seedlings, shrubs and shrub seedlings, and native grasses. Include at least 6 trees, of 1 1/2 in caliper is deciduous or 4 feet high if coniferous, per acre to serve as interim landscaping. (Requirement will be met for subdivisions determined by the City to be naturally wooded.)

(3) Provide spaced or clustered planting of 1 1/2 inch caliper deciduous trees in City boulevard at a rate of 2 per 100 lineal feet of new City road--each side. (4 foot conifers made be substituted) Setbacks from curb to allow provision for anticipated snow storage.

(4) Subdivision identification monuments and similar permanent signage is prohibited. On-site, temporary signage is permitted to promote lot sales.

(5) Subdivisions will include 10% platted land deeded to lot owners for wildlife and native plant enhancement and protection and for increasing residential privacy from adjacent arterial roads. Location of the common land will be by agreement with the City and may be alternatively accepted by the City as recreation land.

(6) Layout of road systems shall be aesthetically designed to enhance the rural character of the City and be sensitive to existing landforms. Wherever feasible, 16 foot wide single direction loop roads shall terminate cul-de-sacs with interior planting to be maintained by covenant. Design roads to safely accommodate anticipated vehicular and pedestrian traffic, provide adequate surface runoff, and provide adequate storage beyond curbs for snow storage.. Two way roads to be 24 feet wide out to out of bituminous rollover curbs. Single way roads to be 16 feet out to out of bituminous rollover curbs. Roads serving 10 or fewer houses may be 4 feet narrower. Roads serving up to three houses may be privately owned and maintained. Private roads must not restrict access by public emergency vehicles.

Freeway Business District

(A) Purpose

The purpose of the Freeway Business District is to establish a comprehensive planned framework for development. The City has determined that it is in the best interest of the City and the region to responsibly manage growth in this district. Specific development goals within the district include the following:

- 1) Limitation of development to ensure reasonable traffic operations because traffic generation resulting from existing and future development has the potential to overload the capacity of regional and local road systems.
- 2) Encouragement of a high quality development standard for structures within the district because properties within the district are among the most visible in the City. It is in the best interest of the City and individual properties to encourage a high quality development standard for structures within the district.
- 3) Protection of the natural environment, including areas of steep slopes, mature trees, flood plains/wet lands, open space and drainage.
- 4) Promotion of neighborhood stability and protection of property values through the use of buffers between land uses of different intensity.
- 5) Minimization of demand on soil in order to permanently avoid the need for public sewers.
- 6) Ensuring that sewage disposal rates are sufficiently low to maintain ground water quality.
- 7) Regulation of development to prevent significant increased need for fire or police protection.
- 8) Restriction of uses to control businesses which result in significantly increased municipal burdens, including police, fire, traffic, and general loss of the rural residential atmosphere. Of specific concern is the aspect of consumer/retail businesses which would generate traffic and visitors out of proportion to the area being defined.
- 9) Development which is consistent with the Comprehensive Plan.

(B) Permitted Uses

- Clinics, medical offices
- Financial Institutions - banks
- Laboratories - medical, dental
- Office, administrative, corporate headquarters, professional, medical research
- Greenhouses and nurseries with retail sales
- Vinyard and winery with retail sales limited to wine
- Inside Storage
  1. No outside storage will be permitted
  2. Security guard and fenced area is required
- Mortuary, funeral homes

(C) No Conditional uses will be permitted

(D) No Accessory Uses will be permitted

(E) Only Accessory Structures which are clearly incidental and subordinate to the business will be permitted.

(F) Minimum Lot 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 Height : 35 feet
- 7) Maximum Lot Coverage by All Structures : 25%
- 8) Maximum Total Lot Coverage, Including Building, Parking, All Driveways, Sidewalks and All Other Impervious Surfaces : 50%

(G) PERFORMANCE STANDARDS

(1) Architectural Standards

(a) 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 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, heating, cooling and ventilation equipment and systems, and rain water diversions.

(b) Unadorned prestressed concrete panels, concrete block and unfinished metal shall not be permitted as exterior materials.

(c) All roof top or ground mounted mechanical equipment and exterior trash storage areas shall be completely shrouded and enclosed with materials compatible with the principal structure.

(2) Parking

All drives and parking lots shall be constructed with 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 areas so as to break up expanses of paved areas.

(3) Landscaping

All yard areas 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 abutt 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 before all City inspections and licenses are finally approved. Prior to obtaining a building permit or other authority to commence

construction on the subject property, the owner of such property shall provide the City with a bond in an amount determined by the City to be sufficient to cover all costs of constructing the buffer area as proposed by the owner and approved by the City. The bond shall be released to the owner only upon the completion of all construction of the buffer area and maintenance of the area for not less than 24 months which shall be approved as satisfactory to the City.

(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.

(H) Boundaries

The Freeway Business District shall be bounded on the west by \_\_\_\_\_, on the north by \_\_\_\_\_, on the east by \_\_\_\_\_, and on the south by \_\_\_\_\_.

(I) Sewage Disposal

No use shall be allowed unless it is determined by the City that the sewage disposal rate of the proposed use will not affect ground water quality.

Septic systems must be approved by the City Engineer and comply with existing City ordinances, and public health requirements.

(J) 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.

(K) Parkland Dedication

A Park dedication fee, in land or money value at the discretion of the City Council, will be required. This dedication will be additional to the buffer zone defined in paragraph (3) Landscaping, above.

(L) Signs

All signs shall comply with existing City ordinances. Lighting is not permitted.