

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, JANUARY 8, 2018

The Ham Lake Planning Commission met for its regular meeting on Monday, January 8, 2018 in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Commissioners Ross Abel, Erin Dixson, Scott Heaton, Kyle Lejonvarn, Brian Pogalz and Dave Ringler

MEMBERS ABSENT: Commissioner Jonathan Fisher

OTHERS PRESENT: Zoning Official/Building Clerk, Dawnette Shimek

CALL TO ORDER: Chair Abel called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Lejonvarn, seconded by Heaton, to approve the minutes, as written, of the November 27, 2017 Planning Commission meeting. All present in favor, motion carried.

PUBLIC HEARING:

Consideration of an amendment to Article 9-220.6 adding Motor Vehicle Sales Lots as a Permitted Use in I-P (Industrial Park) Zoning.

Chair Abel stated that the City Council made a motion at its December 4, 2017 meeting to direct the Planning Commission to hold a public hearing to amend Article 9-220.6 (Industrial Park Zoning) of the City Code to allow motor vehicle sales lots.

Chair Abel opened the public hearing at 6:02 p.m. and asked for public comment. With there being no one in the audience, Chair Abel closed the public hearing at 6:02 p.m.

Chair Abel stated that Zoning Official/Building Clerk Shimek gave the Planning Commission information describing the types of used vehicles that are permitted in the City's CD-2 (Commercial Development Tier 2) district along with Motor Vehicle Sales

Lot License information. Chair Abel stated that motor vehicle sales lots would first be reviewed for a Certificate of Occupancy before the Planning Commission and that staff renews Motor vehicle Sales Lot Licenses annually (annual licenses run from July 1 to June 30). Commissioner Heaton stated that he was present at the City Council Meeting when this was discussed and some sales lots have clients contact them and ask them to search for a particular vehicle they want to purchase, they find the vehicle and the sale is complete. Other sales are done via internet so some sales lots do not have many vehicles in inventory. The State of Minnesota requires dealers to be licensed and that the sales lots have a minimum of 5 spaces available for display.

Motion by Ringler, seconded by Abel, to recommend approval of an amendment to Article 9-220.6 adding Motor Vehicle Sales Lots as a Permitted Use in I-P (Industrial Park) Zoning, with the addition of the vehicles to be limited to the same criteria as is stated in the City's CD-2 (Commercial Development Tier 2) zoning ordinance and to continue to require staff to renew licenses on an annual basis, subject to meeting all State, County and City requirements. All present in favor, motion carried. This amendment will be placed on the City Council's Tuesday, January, 16, 2018 agenda.

NEW BUSINESS: None

COMMISSION BUSINESS:

Election of Chair and Vice Chair

Chair Abel informed the Planning Commission that his term is up in March and that he will not be asking to serve another term. Planning Commissioners Dixon and Fisher have requested to be appointed to another term. Discussion followed. **Motion by Ringler, seconded by Lejonvarn, to elect Brian Pogalz as Chair and Erin Dixon as Vice Chair. All present in favor, motion carried.**

City Council Update

Commissioner Heaton updated the Planning Commission on action taken at the City Council's December 4, 2017 meeting. Commissioner Abel will be attending the City Council's Tuesday, January 16, 2018 meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Ringler, to adjourn the Planning Commission meeting at 6:24 p.m. All present in favor, motion carried.

Dawnette Shimek
Zoning Official/Building Clerk