

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, FEBRUARY 12, 2018

The Ham Lake Planning Commission met for its regular meeting on Monday, February 12, 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, and Brian Pogalz

MEMBERS ABSENT: Commissioners Jonathan Fisher and Dave Ringler

OTHERS PRESENT: City Engineer, Tom Collins and Zoning Official/Building Clerk, Dawnette Shimek

CALL TO ORDER: Chair Pogalz 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 Heaton, seconded by Lejonvarn, to approve the minutes, as written, of the January 8, 2018 Planning Commission meeting. All present in favor, motion carried.

NEW BUSINESS:

Tim Olson requesting a Certificate of Occupancy to operate Cedar Ridge Church at 16405 Aberdeen Street NE.

Tim Olson, Senior Pastor, was present before the Planning Commission requesting a Certificate of Occupancy to operate Cedar Ridge Church at 16405 Aberdeen Street NE. Pastor Olson stated he is the pastor of a small congregation currently of ten families. Pastor Olson stated that Cedar Ridge Church is a planted church and when the congregation increases to about 150 members the church would then sprout to other locations. Commissioner Heaton completed the inspection, a copy of which is on file and stated that the space was previously a furniture store. Commissioner Heaton stated that the properties are stressed for parking space and will need to add additional parking and a sidewalk. Currently the property to the north (16421 Aberdeen Street NE) where Family Pathways is locating has agreed to allow Cedar Ridge Church to use their

parking area for overflow parking and a sidewalk will be added to access their parking area. Discussion followed regarding the adding of additional impervious area requiring review by the Coon Creek Watershed District and the City Engineer. Discussion followed regarding the parking and driveway at 16421 Aberdeen NE being required to maintain 24' drive-isles and 20' deep parking spaces and possibly needing to add additional pavement to come into compliance with City requirements. Pastor Olson stated that the property owners have money in escrow for updating the septic system and parking lot. Pastor Olson stated that they are leasing the building with the option to purchase and they would like to move in and start services on February 4, 2018. Commissioner Abel stated he feels they have enough parking area available to provide parking for up to 50 members. **Motion by Heaton, seconded by Abel, to recommend approval of a Certificate of Occupancy as requested by Pastor Tim Olson to operate Cedar Ridge Church at 16405 Aberdeen Street NE, subject to all parking, driveway and sidewalk being maintained on-site on a hard surface, proposed parking area and sidewalk to meet City requirements, receiving approval by the Coon Creek Watershed District and the City Engineer, with such driveway and sidewalk being constructed no later than May 31, 2018, striping of parking stall spaces (minimum 9' x 20' spaces, handicap parking spaces to be a minimum of 8' x 20' plus 5' x 20' hashed spaces), and maintaining minimum 24' wide driving isles posted with signage stating no parking, and meeting all State, County and City requirements. All present in favor, motion carried.** This application will be placed on the City Council's February 5, 2018 agenda.

Jeff Stalberger, Crosstown Development, LLC, requesting Sketch Plan approval for Crosstown Rolling Acres (98 Single Family Residential lots) in Section 6 (located at Crosstown Boulevard NE, between University Avenue NE and Polk Street NE).

Jeff Stalberger, Crosstown Development, LLC, was present before the Planning Commission requesting review of a Sketch Plan in Section 6. Mr. Stalberger stated that the proposed plat consists of 98 single family residential (R-1) lots and is located on 162 acres on Crosstown Boulevard NE, between University Avenue NE and Polk Street NE. Mr. Stalberger stated that the plat would be developed in phases, with the first phase being 8 lots along Polk Street NE and 173rd Avenue NE and the second phase of 33 lots located north of Crosstown Boulevard NE. Future phasing consists of 42 lots south of Crosstown Boulevard NE and 15 lots north of Crosstown Boulevard NE, these phases will be completed as the economy allows. Mr. Stalberger stated that the seller of the property is requesting to add an additional acre to their property at 831 173rd Avenue NE and this lot line adjustment would take place when Mr. Stalberger purchases the property. Mr. Stalberger stated that the City of Andover has approved the connection on the South-Westerly edge of the property. Engineer Collins summarized the right-of-way dedicated in the City of Andover and the potential benefit of constructing a cul-de-sac at 173rd Lane NW. Discussion followed regarding acquiring a 20 foot easement for a bike route along the west side of County Road 58 and possible dedication of a trail easement adjacent to Crosstown Boulevard NE; the plat will be reviewed by the Park and Tree Commission at their February meeting.

Motion by Abel, seconded by Heaton, to recommend approval of the Sketch Plan of Crosstown Rolling Acres, 98 Single Family Residential Lots in Section 6, as presented by Jeff Stalberger, Crosstown Development, LLC, subject to meeting the recommendations of the City Engineer, Anoka County Highway Department and all State, County and City requirements. All present in favor, motion carried. This application will be placed on the City Council's February 5, 2018 agenda.

Jeff Stalberger, Crosstown Development, LLC, requesting a lot line adjustment to increase the lot size at 831 173rd Avenue NE – approval required as this will be an exception to the plat of Crosstown Rolling Acres in Section 6.

Jeff Stalberger, Crosstown Development, LLC, was present before the Planning Commission requesting a lot line adjustment to increase the lot size at 831 173rd Avenue NE. Mr. Stalberger stated that he is purchasing the property surrounding 831 173rd Avenue NE and the property owner has requested to combine an additional 1.23 acres of the abutting property with their existing 3.88 acres, this will increase the lot size to 5.11 acres. **Motion by Abel, seconded by Lejonvarn, to recommend approval of the lot line adjustment in section 6 and increasing the lot size of 831 173rd Avenue NE to 5.11 acres, subject to meeting all State, County and City requirements. All present in favor, motion carried.** This application will be placed on the City Council's February 5, 2018 agenda.

COMMISSION BUSINESS:

City Council Update

Zoning Official/Building Clerk Shimek updated the Planning Commission on action taken at the City Council's January 16, 2018 meeting. Commissioner Abel will be attending the City Council's February 5, 2018 meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Lejonvarn, to adjourn the Planning Commission meeting at 6:36 p.m. All present in favor, motion carried.

Dawnette Shimek
Zoning Official/Building Clerk