

CITY OF HAM LAKE  
PLANNING COMMISSION MINUTES  
MONDAY, JANUARY 22, 2024

The Ham Lake Planning Commission met for its regular meeting on Monday, January 22, 2024 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Commissioners Brian Pogalz, Kyle Lejonvarn, Dave Ringler Jeff Entsminger and David Ross

**MEMBERS ABSENT:** Commissioners Erin Dixson and Jonathan Fisher

**OTHERS PRESENT:** City Engineer Dave Krugler and Building and Zoning Clerk Jennifer Bohr

**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 Lejonvarn, seconded by Ross, to approve the minutes of the December 11, 2023 Planning Commission meeting as written. All present in favor, motion carried.**

**PUBLIC HEARING:**

Angela Oldenburger of Paxton Properties, LLC, requesting a Conditional Use Permit to operate White & Sable, LLC, an event center, at 15485 Baltimore Street NE

Mr. Landon Oldenburger and Mrs. Angela Oldenburger were present as well as architects Mr. Nick Kineke and Mr. Michael Roehr. Mrs. Oldenburger stated she and her husband want to construct a wedding and event venue. Mrs. Oldenburger stated when clients rent the facility they will be able to bring in their own vendors as long as they are licensed, insured and pre-approved by them. Mrs. Oldenburger stated clients renting the facility for weddings will be able to get ready, take photos, have an indoor or outdoor ceremony and hold a reception on site. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the plans comply with the City's Shoreland Ordinance in regard to impervious surface coverage. Engineer Krugler stated the landscaping plan shows decorative trees will be planted. Engineer Krugler stated City Code suggests the planting of conifer trees but the Commission would need to determine if decorative trees are acceptable for this site. Engineer Krugler stated the Coon Creek Watershed District (CCWD) has conditionally approved the plans and is requiring an Operation and

Maintenance Agreement for storm water treatment. Engineer Krugler stated a CCWD permit is required before grading operations can commence. Engineer Krugler stated a Minnesota Pollution Control Agency National Pollutant Discharge Elimination System (NPDES) Construction Stormwater Permit is also required before grading operations can commence. Engineer Krugler stated Great River Energy and Minnesota Pipeline easements traverse through the parcel; both agencies have approved the plans. Commissioner Lejonvarn completed the inspection; a copy which is on file. Commissioner Lejonvarn stated the property has a few buildings on it. Commissioner Lejonvarn stated two structures will be demolished and the garage, that will be used for storage, will be improved to match the event center. Commissioner Lejonvarn stated parking was discussed. Commissioner Lejonvarn stated no parking will be allowed along Baltimore Street NE. There was discussion on how parking would be managed if clients have food trucks onsite. Mrs. Oldenburger stated clients may have to give up some parking spots if they have food trucks. Mrs. Oldenburger stated they will suggest the clients shuttle guests or recommend carpooling or the use of Uber ride services if there may not be enough parking spaces. Commissioner Lejonvarn stated the landscaping plan was sufficient and added that some existing ash trees, that are dead or dying, will need to be removed from the site.

**Chair Pogalz opened the public hearing at 6:11 p.m. and asked for public comment; with there being none, Chair Pogalz closed the public hearing at 6:12 p.m.**

**Motion by Lejonvarn, seconded by Ross, to recommend approval of Angela Oldenburger's request for a Conditional Use Permit to operate White and Sable, LLC, an event center, at 15485 Baltimore Street NE, subject to not exceeding the total occupant load of 299 at any time, outdoor event activities only occurring between the hours of 7:01 am and 10:00 pm, no outside storage, maintaining the landscaping, outdoor lighting, parking lot surface and parking lot striping, clearly marking fire truck access with no parking signs and meeting all City, County and State requirements. All present in favor, motion carried. *This application will be placed on the City Council's Monday, February 5, 2024 agenda.***

**NEW BUSINESS:**

Angela Oldenburger of Paxton Properties, LLC, requesting Commercial Site Plan approval to construct a 10,381 square foot event center at 15485 Baltimore Street NE. PID# 20-32-23-12-0027

Chair Pogalz stated this request is also from Mrs. Oldenburger. There was no additional discussion. **Motion by Lejonvarn, seconded by Ross, to recommend approval of Angela Oldenburger's request for commercial site plan approval to construct a 10,381 square foot event center at 15485 Baltimore Street NE, subject to the following conditions: not exceeding the total occupant load of 299 at any time, outdoor event activities only occurring between the hours 7:01 am and 10:00 pm, meeting the requirements of the DNR, obtaining a demolition permit to demolish the existing office and small shed, the exterior finish of the buildings meeting CD-1 building standards, meeting the requirements of the Building Official and City Engineer and meeting all City, County and State requirements. All present in favor,**

**motion carried.** *This application will be placed on the City Council's Monday, February 5, 2024 agenda.*

**COMMISSION BUSINESS:**

City Council Update

Chair Pogalz stated the City Council concurred with the Planning Commission's recommendations to approve the Conditional Use Permit and Commercial Site Plan for Twin Town Demolition. A planning commissioner will not be present at the February 5, 2024 City Council meeting.

**ADJOURNMENT:**

**Motion by Lejonvarn, seconded by Entsminger, to adjourn the Planning Commission meeting at 6:18 p.m. All present in favor, motion carried.**

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Jennifer Bohr  
Building and Zoning Clerk