

PLAN COMMISSION MEETING
APRIL 9, 2015 - 5:00 P.M.

Members Present: Fred Horne, Mike Darrow, Jane Hansen, David Wilford, Ron Volkert and Sarah Skinner (ex-officio)

Members Absent: MaryKay Rice and Kyle Hinrichs

Others Present: Beth Thompson, Tanya Reigel, Steve Hirsch, Wendell Knutson, and others

Fred Horne called the meeting to order and roll call was taken.

Mike Darrow moved to adopt the agenda as presented, seconded by David Wilford and carried.

Jane Hansen moved to approve the minutes of the previous meeting on January 6, 2015, seconded by Mike Darrow and carried.

Public Hearing

Mayor Horne declared the Public Hearing open to discuss a Request from Bass Lake Inc to amend Lot 25 of James Place Planned Unit Development. Property is located on the corner of Leila Lane and Brigetta Drive. Beth Thompson explained the request and Sarah Skinner gave the history of this development. It was originally approved in 2004. The current request is to amend Lot 25 to allow two twin home buildings, a total of four units. Other property owners in this development were present and asked several questions. John Troll, Jill Thomas, and Mary Simonds were present and their main concern was landscaping. There was discussion regarding the lack of trees in the development. A landscaping plan has not been submitted for Lot 25, but will need to be before a building permit is issued. Steve Hirsch stated that he was unable to get renters to water the trees, so they died. Steve will work on the wording for new leases to include requiring the tenants to water any trees. The Development Review Committee requested that Steve Hirsch bring the existing gravel cul de sac up to grade. Beth Thompson presented a memo from Dan Licht, City Planner, with conditions for the approval of this amendment as follows:

1. The exterior design of the twin home buildings shall be consistent with that of the other buildings within the development, subject to review and approval of the Building Inspector.
2. Landscaping shall be installed in compliance with Section 121-55 of the Zoning Ordinance, including planting evergreen tree(s) at the northwest corner of the subject site, subject to review and approval of the Building Inspector.
3. The developer shall add Class-5 material to the existing turnaround on Leila Lane. The Developer also agrees to complete Brigetta Drive by January 1, 2020. If Brigetta is not completed by January 1, 2020, the Developer agrees to put in a temporary Cul-de-sac at the south end of Brigetta Drive.
4. The developer shall submit a utility plan for connection to sanitary sewer, water and electric services to be overlaid by drainage and utility easement, subject to review and approval of the Public Works Director.
5. All grading, drainage and erosion control issues are subject to review and approval of the Public Works Director.

Discussion followed. Mayor Horne declared the Public Hearing closed. Jane Hansen moved to approve the PUD amendment including the Certified Survey Map with the conditions listed above, seconded by Mike Darrow and carried.

Site Plan and Storm Water Review for Wendell Knutson

Beth Thompson explained the site plan for Wendell Knutson and gave a background of this property. There was considerable discussion regarding the 2011 building and the lack of blacktop around that building. Curt Miers stated that at the 2011 Plan Commission meeting he was given the approval to either use Class 5 gravel or blacktop, they chose Class 5 gravel.

Beth presented a memo from Dan Licht outlining the following conditions for approval:

1. All drive aisles shall be paved in accordance with the requirements of the Zoning Ordinance and 2004 CUP approval, subject to approval of City staff. (Amended per motion below)
2. All signs shall comply with Table 11 of the Zoning Ordinance.
3. All exterior lighting shall comply with Section 121-51 of the Zoning Ordinance subject to review and approval of the Building Inspector.
4. All grading, drainage and utility issues are subject to review and approval of the Public Works Director.
5. All utility issues are subject to review by City staff and approval of the Public Works Director.

Discussion followed regarding the site plan. Fred Horne moved to accept as fact that in 2011 the Plan Commission granted flexibility not to blacktop around the 2011 building, and approve the Site Plan and Storm Water Review for Wendell Knutson, moving forward the new building must be paved around as well as the other conditions listed above, seconded by Jane Hansen and carried.

Certified Survey Map from Karl Skoglund and Dan Baillargeon

Beth Thompson explained the Certified Survey Map from Karl Skoglund and Dan Baillargeon. Discussion followed. Mike Darrow moved to approve the Certified Survey Map on the condition that it shall be recorded with St. Croix County, seconded by David Wilford and carried.

Communications and Miscellaneous

None

Mike Darrow moved to adjourn the meeting, seconded by David Wilford and carried.

Meeting adjourned at 6:15 p.m.

Tanya Reigel
City Clerk