

**MINUTES OF THE REGULAR MEETING
PLANNING COMMISSION
LITTLE CANADA, MINNESOTA**

JANUARY 11, 2018

Pursuant to due call and notice thereof a regular meeting of the Planning Commission of Little Canada, Minnesota was held on the 11th day of January, 2018 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Chair Bill Buesing called the meeting to order at 7:30 p.m. and the following members of the Planning Commission were present at roll call:

PLANNING COMMISSION: Mr. Bill Buesing
 Mr. Nick Schwalbach
 Mr. Chris Kwapick
 Mr. Nick Sandell
 Mr. Eric Thorson
 Ms. Dawn Kulousek

ABSENT: Ms. Taelor Johnson

ALSO PRESENT: Ms. Jessica Jagoe, Associate Planner
 Mr. Steve Grittmann, City Planner
 Ms. Heidi Heller, City Clerk
 Mr. Kevin Helander, Cable TV Tech

ELECT VICE CHAIR Chair Buesing nominated Nick Schwalbach as Vice Chair for 2018. Mr. Schwalbach accepted the nomination and was unanimously voted in as vice chair.

MINUTES The December 14, 2017 Planning Commission meeting minutes were approved as submitted.

PLANNED UNIT DEVELOPMENT PERMIT AMENDMENT FOR OUTDOOR STORAGE AND ALLOW OUTDOOR STORAGE IN FRONT YARD AREA AT 3151 COUNTRY DRIVE; APPLICANT: MEYER COMPANIES PROPERTY OWNER: PRAIRIE CAPITAL, INC. The Associate Planner stated that Mr. Meyer, owner of Pete’s Water & Sewer, has submitted a revised site plan and staff has met with him and his representative twice since this case was tabled at the December Planning Commission meeting. She explained that they have revised their site plan #12, by reducing the amount of outdoor storage, and are no longer seeking the encroachment into the required front yard setback. She explained that due to the lack of rear yard, staff does feel that there is a reason to vary from some of the requirements, and that variation is consistent with how staff has handled 209 and 221 Ryan Drive. She stated that site plan #12 shows outdoor storage in front of both buildings.

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The Associate Planner indicated that Mr. Meyer will be remodeling the interior of the west building from a multi-tenant into a single tenant space for 7-10 employees, and will be eliminating the multiple entrances. She stated that the west building is considered the principal building for this site and staff believes the visibility and appearance of that should be maintained. She noted that in similar variances for nearby properties, approval was granted for outdoor storage to encroach past the front line of the building, but it was not allowed in front of the principal building. She stated that Mr. Meyer is seeking to be allowed outdoor storage in front of the building because he feels he is maintaining the visibility of having a prominent entrance to the building. She explained that based on being consistent with how the other two similar variance requests on Ryan Drive were handled, staff would recommend that no outdoor storage be located in front of the principal (west) building. She stated staff believes that outdoor storage in front of the east building is reasonable since this is an accessory building.

The Associate Planner reported that in addition to reconfiguring the layout of the site, Mr. Meyer has also changed how the outdoor storage areas will be screened. She explained that a survey confirmed that the existing chain link fence on the south side of the property is located within the City's right-of-way. As a result, Mr. Meyer is now proposing to replace all of the existing fencing with a new, solid, six-foot high wood fence in the front yard and eight-foot high in the side and rear yard. The Associate Planner explained that the proposed fence heights do comply with city ordinances, however the City Code would only allow either a chain link or woven wire fence in the front yard (along Ryan Drive) to allow visibility. She noted that this section of the Code does have a provision to allow for a Special Purpose Fence by Conditional Use Permit if it is determined that construction, height or length should differ from this requirement. With that, the applicant is requesting approval of a CUP to allow up to a six-foot high solid wood fence along Ryan Drive as proposed.

The Associate Planner clarified that Mr. Meyer is proposing to pave, stripe and install curbing in the designated parking and drive aisle areas only. The two designated outdoor storage areas on the site will be either Class V or recycled material. She explained that the I-1 District CUP regulations for outdoor storage state that the storage area shall be paved with asphalt, concrete or other material approved by the City Council. She stated that this form of other material in the outdoor storage areas would be consistent with what the City has permitted in the Ryan Industrial Park, therefore staff recommends approval of allowing Class V or recycling material within the outdoor storage areas only.

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The Associate Planner stated that after the meetings and site plan revisions, staff will recommend approval of the Planned Unit Development Amendment at 3151 Country Drive to allow outdoor storage as permitted in 914.040, I-1, Light Industrial, and to approve the paving of the property as presented with the site plan being modified so that no outdoor storage occurs in front of the principal building. She noted that this approval is based on the determination that the property has a practical difficulty of complying with the city codes for location of the outdoor storage due to the lack of rear yard since it abuts the railroad property.

The Associate Planner reported that she received an email from the current property owner, Hendrie Grant, who stated that this would be a good business for the property and they would make improvements and be an owner-occupied, single tenant which would be better, so he hopes that the City will approve this. She stated that she also received an email from the real estate manager of HOM Furniture stating that they feel the site plan looks good and they think this will be a good tenant for the industrial park.

The Associate Planner reported that staff did contact Mr. Meyer today about his illegal occupancy of the property. She explained that he has moved in to the property, and the occupancy of the property, existence of outdoor storage, location of the outdoor storage and lack of screening are in violation of the City Code. She noted that no outdoor storage license has been issued to the Meyer Companies or Mr. Hendrie Grant, Property Owner and the site is currently only approved for roofing contractor use.

The Associate Planner reported that Mr. Meyer had indicated that the site improvements would be completed in spring 2018 and winter 2018 for the garage door on building 2 being installed. She stated that since they have already begun occupying the site, staff recommends that the outdoor storage be brought into compliance according to the approved site plan by January 31, 2018, and all other exterior improvements be completed by May 31, 2018.

Buesing asked what the screening fence would be made of. Mr. Meyer, owner of Meyer Companies, aka Pete's Water & Sewer, stated it would be a composite material.

Wayne Manders, Pete's Water & Sewer, explained that they needed the storage in front of the principal building since after they saw a survey, they realized they had less space than originally thought. He stated that they need that space to fit their racking.

Buesing asked why they had 28 parking spaces and did they have customers coming here. Mr. Manders stated that number of spaces came

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from a determination by City Staff. He explained that most of their staff is at job sites. Buesing asked if the dates that the Associate Planner proposed to complete the exterior improvements would work for them, and if they could have the outdoor storage arranged by January 31, 2018. Mr. Manders stated the dates seemed reasonable.

Mr. Meyer stated that they want the solid fence all around the property for security so people cannot see what is behind it. Buesing asked if the gates would also be solid. Mr. Meyer stated that is what the goal is.

Schwalbach asked why the outdoor storage was not allowed in front of the building. He noted that this property is more pie-shaped than the other lots in this area. The Associate Planner stated that it was not allowed primarily to maintain access to the multiple tenant doors to the building, and for aesthetics.

There were no comments from the public.

Kwapick recommended approving the Planned Unit Development Permit Amendment for 3151 Country Drive for outdoor storage as shown on site plan #12, approving the paving as talked about, and subject to the recommendations in the staff report.

Schwalbach clarified that the motion on the table was to not allow outdoor storage in front of the principal building. Buesing stated that was correct.

Schwalbach made a motion to amend the approval recommendation and to allow outdoor storage in front of the principal building as long as the property is occupied by a single occupant of a similar use, and comply with all of the exterior property improvements by June 30, 2018.

Motion and amendment seconded by Thorson.
Motion carried 6 – 0.

Schwalbach recommended approving a Conditional Use Permit for a Special Purpose Fence that is up to 6-feet tall, and a solid, composite material fence with gates in the front yard, along Ryan Drive.

Motion seconded by Kulousek.
Motion carried 6-0.

**LAND USE
TRAINING**

The City Clerk explained that the City gets their insurance from the League of Minnesota Cities and can get a discount if certain staff, elected and

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appointed Commissioners take an online land use class. She stated that the Chair and a minimum of one other Commissioner are needed to take the class in order to qualify for the discount. She noted that all of the Commissioners are welcome to do this training.

**RESCHEDULE
FEBRUARY
PLANNING
COMMISSION
MEETING**

The Associate Planner reported that the development plans for Winter Estates has changed, and a different developer is now proposing to build a one-story senior assisted living facility on this property. She noted that this developer is quickly working on a planning application for the February meeting cycle. She stated that staff is proposing to move the February Planning Commission meeting from February 8 to February 15 to give the developer a little more time. There was consensus to move the Planning Commission meeting to February 15, 2018.

**COMPREHENSIVE
PLAN UPDATE
OPEN HOUSE**

The City Planner stated that the Comprehensive Plan Update Open House for the public will be on Monday, January 29, 2018 from 4:00-7:00pm at the City Center. He noted that there will be a short presentation done at both 4:30 and 6:00pm.

ADJOURN There being no further business, Buesing adjourned the meeting at 8:14 p.m.

Respectfully submitted,

Heidi Heller
City Clerk