

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

JULY 12, 2018

Pursuant to due call and notice thereof a regular meeting of the Planning Commission of Little Canada, Minnesota was held on the 12th day of July, 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. Chris Kwapick
 Mr. Eric Thorson
 Ms. Dawn Kulousek
 Ms. Nicole George
 Mr. Nick Schwalbach

ABSENT: Ms. Taelor Johnson

ALSO PRESENT: Ms. Jessica Jagoe, Assoc. Planner
 Mr. Steve Grittmann, City Planner
 Mr. Kevin Helander, Cable TV

MINUTES The June 14, 2018 Planning Commission meeting minutes were approved as submitted.

**PUD AMENDMENT
FOR OUTDOOR
STORAGE;
APPLICANT: 3100
COUNTRY DRIVE,
LLC; JIM
SCHWALBACH** The Associate Planner reported that Jim Schwalbach, property owner of 3100 Country Drive, applied last fall for a Planned Unit Development Amendment that would allow him to rent outdoor storage space to non-tenants of the building. She explained that the application was denied in order for the Planning Commission and City Council to discuss possible text amendments. She stated that after a joint workshop, several code amendments to the Conditional Use Permit and Interim Use Permit provisions as it relates to outdoor storage in the I-1 Zoning District were adopted, and Mr. Schwalbach is now reapplying for approval of non-tenant outdoor storage for a residential home based business in Little Canada.

The Associate Planner stated that 3100 Country Drive is zoned Planned Unit Development, PUD District D. The existing PUD Permit allows accessory outdoor storage to tenants of the building as described in the I-1, Light Industrial section of the City Code. She explained that the building is

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occupied by Hardware Hank and MGT Insulation, and only Hardware Hank is using any outdoor storage area. She noted that she has asked the applicant for a site plan designating outdoor storage area of both tenant and non-tenant. She explained that the reason for this is because the tenant outdoor storage is allowed with the conditional use permit, and the non-tenant outdoor storage would be allowed with an interim use permit.

The Associate Planner stated that staff recommends approval of the Planned Unit Development Amendment for an Interim Use Permit up to five years to allow for off-site outdoor storage to Quinzon Outdoor Services, which is a home based business in Little Canada, subject to submittal of a new site plan that shows the designation of outdoor storage area between tenant and non-tenant space.

Buesing asked if during an annual inspection of the property, there was a problem, would the interim use permit be revoked. The Associate Planner stated that the interim use permit would be in effect for five years, but if there was an issue found during one of the annual inspections, the interim use permit would be brought to the Council for review and possible revocation. Buesing asked what the process would be if another non-tenant wanted to lease outdoor storage. The Associate Planner explained that if Quinzon Outdoor Services were to move out and another non-tenant leased the same amount of outdoor storage space, no action would need to be done as it would be considered a continued use. She stated that if the amount of non-tenant outdoor storage space would change, then the property owner will need to amend the interim use permit.

Jim Schwalbach, owner of 3100 Country Drive, asked if he will be notified when it gets close to the five-year expiration date. The Associate Planner stated that she will track it, but it would be a good idea for him to also note the date.

There were no comments from the public. Commissioner Nick Schwalbach noted that he will be abstaining from the vote.

Kulousek recommended approving the Planned Unit Development Amendment for an Interim Use Permit up to five years to allow for off-site outdoor storage to Quinzon Outdoor Services, which is a home based business in Little Canada, subject to submittal of a new site plan that shows the designation of outdoor storage area between tenant and non-tenant space:

Motion seconded by George.

Motion carried 5 – 0. (Schwalbach abstained).

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DISCUSS

UPDATE

The City Planner explained that he has given the Commission the first draft of the Comprehensive Plan. He noted that the biggest change they are still working on is updating the employment information based on the number that the Metropolitan Council has estimated for the city. He stated that the Parks & Recreation Commission has completed the Parks System Master Plan update which will be incorporated into the parks chapter of the Comprehensive Plan. The City Planner stated that going forward, there will be a public hearing at the July 25, 2018 City Council meeting, and then the draft will be sent to all adjacent cities and affected groups, such as the school districts, for their comments. He stated that once everyone has responded, final changes will be made, the City Council will formally adopt the plan, and staff will submit it to the Metropolitan Council. He noted that this will likely occur in December. He explained that the Metropolitan Council may want changes, and after they have given approval, the City Council will adopt the final draft of the plan.

ADJOURN

7:50p.m.

There being no further business, Buesing adjourned the meeting at

Respectfully submitted,

Heidi Heller
City Clerk