

**North Oaks Planning Commission
Meeting Minutes
City of North Oaks Via Electronic Means and Community Room
March 9, 2023**

CALL TO ORDER

Chair Cremons called the meeting of March 9, 2023 to order at 6:00 p.m.

Pursuant to Minnesota Statute 13D.021, the meeting was conducted with attendees and Commissioners participating both in the Community Room and via Zoom.

ROLL CALL

Present in the Community Room: Chair Dave Cremons, Commissioners Robert Ostlund, Joyce Yoshimura-Rank, Grover Sayre, Stig Hauge, City Administrator Kevin Kress, City Council Liaison Mark Azman

Present via electronic means: City Attorney Bridget Nason, City Engineer John Morast

Absent: Nick Sandell, Scott Wiens

A quorum was declared present.

PLEDGE OF ALLEGIANCE

Chair Cremons led the Pledge of Allegiance.

CITIZEN COMMENTS

None.

APPROVAL OF AGENDA

MOTION by Sayre, seconded by Yoshimura-Rank, to approve the agenda as is. Motion carried unanimously by roll-call vote.

APPROVAL OF PREVIOUS MONTH'S MINUTES

a. Approval of June 30, 2022 and August 25, 2022 Planning Commission Meeting Minutes

Chair Cremons noted one change in the August 25th, 2022 minutes to clarify that Joyce Yoshimura-Rank appeared electronically.

MOTION by Ostlund, seconded by Yoshimura-Rank, to approve June 30, 2022 minutes. Motion carried by 3-0 vote. Hauge and Sayre abstained due to not being part of Commission at the time.

MOTION by Yoshimura-Rank, seconded by Ostlund, to approve minutes with the change as noted. Motion carried by 3-0 vote. Hauge and Sayre abstained.

BUSINESS ACTION ITEMS

a. Public Hearing – Conditional Use Permit FOR A GARAGE IN EXCESS OF 1,500 SQUARE FEET LOCATED AT 70 WEST PLEASANT LAKE ROAD pursuant to City Code Section 151.050(D)(7). Existing home in which request is to add a 2-story attached garage. Discussion and possible action on application.

b. Chair Cremons called the public hearing to order at 6:06 p.m.

MOTION by Ostlund, seconded by Sayre, to open the public hearing at 6:06 p.m. Motion carried unanimously by roll call vote.

There was no one present in the room, or online wishing to comment on the application.

MOTION by Yoshimura-Rank, seconded by Sayre, to close the public hearing at 6:12 p.m. Motion carried unanimously by roll call vote.

- Engineer John Burbank presented the conditional use permit for a detached accessory garage structure on the site.
- The existing garage is 1,150 sq. feet, the proposed new garage is 1,152 for a total of 2,302 sq. feet total proposed.
- On Pleasant Lake on the channel between Charley and Pleasant Lake. The plans show rear elevation, and site plan. It will be in front of the current structure.
- Structure exceeds minimum requirement of 30 feet from roadway easement.
- The F.A.R. for the project is 12%, this application for garage, along with an unrelated new sunroom, would bring the F.A.R. to 11.57% which is under the 12% maximum.
- The architectural style is similar in design to existing structure.
- The options for City Council is to approval, deny, or extend application pending additional information.
- Hauge asked to confirm that it was compliant with code. Engineer Burbank stated it does meet code standards, it is only the size of the garage which requires review by Planning Commission.
- Yoshimura-Rank asked if septic system is something we need to look at to ensure they are not putting new structure on top of the backup septic location.
- Administrator Kress stated that Building official would be reviewing septic as part of permit review.
- Engineer Burbank suggested that a condition be added to approval that there are still ensure septic locations in the plans.
- Cremons asked that in future septic location be shown in future applications.
- Ostlund stated that carrying items upstairs can be difficult. Asked what protocols are in place to ensure not used as an accessory dwelling.

- Planner suggested could add a condition for periodic inspection to ensure it isn't used as accessory structure. Sayre noted that an ordinance is already in place to prohibit accessory structure to be used as dwelling. Building official as complete inspection is alert if he suspects used as dwelling.
- Cremons stated that it is a natural slope.
- 18.9% impervious shown on this application, City ordinance maximum is 25%.
- Staff concluded that the conditions have been met for a CUP and recommended approval.

MOTION by Hauge, seconded by Yoshimura-Rank, to recommend approval to City Council the CUP for 70 West Pleasant Lake Road, subject to conditions put forth by staff, as well as new condition to show 2 septic sites on the plan. Motion carried by 5-0 vote.

- Chair Cremons noted that the Planning Commission has made a recommendation for approval, and that the application will now go for final review to the City Council at their March 9, 2023 meeting.

c. Discussion on Planning Commission Meeting schedule

- Administrator Kress suggested Planning Commission possibly put a 2nd Planning Commission meeting on the schedule to address future application if needed.
- Wednesday, April 12th will be the next regular Planning Commission meeting.
- Starting in May, Planning Commission would be on the 25th. May 4th and 25th. Kress to bring a full schedule with proposed dates to the April meeting.
- Scott & Nick gone – Kress will share with proposed dates with them.

COMMISSIONER REPORTS

- Cremons stated would have a refresher training session with Attorney Nason for Planning Commission to review their responsibilities.
- Commissioner Sandell has been asked to be Vice-Chair. This will be on agenda for the April meeting.
- Red Forest Way Phase II could be on agenda for April meeting. North Oaks Company is working on it.
- Kress also mentioned the North Oaks Company is requesting a Comp Plan amendment to extend sewer to the Red Forest Way new development. A public hearing would be scheduled.
- Other items coming down the pipe: Phase 2 Condos, a parcel on the Northern side, and agriculture that the Harpurs still own.
- Most of the new single-family residential lots in North Oaks have been sold. East Preserve in the Nord section is doing well and several new homes are up.
- The condos have a single unit available for viewing. Spring Farm also has a model unit available for viewing.

NEXT MEETING

The next regular Planning Commission meeting will be Thursday, April 12th at 7:00 p.m.

ADJOURN

MOTION by Yoshimura-Rank, seconded by Sayre, to adjourn the meeting. Motion carried unanimously by roll call. Meeting ended at 6:39 p.m.

Kevin Kress

Kevin Kress, City Administrator

Dave Cremons

Dave Cremons, Chair

Date approved 04/12/2023