

CITY OF HAM LAKE  
PLANNING COMMISSION MINUTES  
MONDAY, AUGUST 10, 2020

The Ham Lake Planning Commission met for its regular meeting on Monday, August 10, 2020 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, Jonathan Fisher and Erin Dixson

**MEMBERS ABSENT:** Commissioner Scott Heaton

**OTHERS PRESENT:** Building and Zoning Official Mark Jones and Zoning and Building 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 Ringler, seconded by Fisher, to approve the minutes of the July 27, 2020 Planning Commission meeting as written. All present in favor, motion carried.**

**NEW BUSINESS:**

Gary Anderson requesting a Conditional Use Permit to operate Gary Anderson Landscaping, Inc., a landscaping business, at 13763 Johnson Street NE

Mr. Gary Anderson was present. Mr. Anderson stated his company is a seasonal, design and build landscaping company with eleven to thirteen landscaping crew members and five office staff. Mr. Anderson stated offices will be at this location and equipment, trucks, trailers and landscaping material will be stored outdoors. Commissioner Ringler completed the inspection, a copy which is on file. Commissioner Ringler stated he spoke with Mr. Anderson via telephone and went on-site for the inspection. Commissioner Ringler stated the site plan in the packet details the layout of the business; it has a gated outside storage area surrounded by a block wall; a handicap parking sign is currently on the wall of the building. Commission Ringler stated the location is well suited for this type of business. Commissioner Lejonvarn asked if anything in the outdoor storage area would be higher than the wall. Mr. Anderson stated there would be nothing stored in that area that would be higher than the retaining wall.

**Chair Pogalz opened the public hearing at 6:04 p.m. and asked for public comment; with there being none, he closed the Public Hearing at 6:05 p.m.**

**Motion by Ringler, seconded by Fisher, to recommend approval of the application, as presented by Gary Anderson, requesting a Conditional Use Permit to operate Gary Anderson Landscaping, Inc., a landscaping business, at 13763 Johnson Street NE subject to business office hours of 7:00 a.m. – 5:00 p.m., Monday through Friday and occasional Saturdays, storing nothing in the outside storage area that is higher than the wall and meeting all State, County, and City requirements. All present in favor, motion carried. (This application will be placed on the City Council's Monday, August 17, 2020 agenda.)**

Tim Thomas, Appliance Solutions, requesting a modification to fenced area approved with Certificate of Occupancy at 16345 Highway 65 NE.

Mr. Tim Thomas was present. Mr. Thomas stated he is requesting a modification to the size of the fenced area on the east side of his building to better utilize paved surfaces. Mr. Thomas stated he is requesting to expand the fence outline submitted with the Certificate of Occupancy (CO) application in April 2019 by eight feet to the south and twenty-four feet to the north. Chair Pogalz asked if Mr. Thomas had complied with the conditions noted on his original CO. Mr. Thomas stated he was not aware of a deadline to comply with the conditions but knew he “was pushing his luck” by not having a fence in place. Commissioner Entsminger completed the inspection, a copy which is on file. Commissioner Entsminger stated he spoke with Mr. Thomas about the conditions listed on his CO. Commissioner Entsminger stated handicap signs are in place but the fence has not been constructed and the the parking lot has not been striped. Commissioner Entsminger stated he discussed various, permitted fencing materials with Mr. Thomas. Commissioner Lejonvarn asked if Mr. Thomas still intended to install an eight-foot-high fence. Commissioner Entsminger stated Mr. Thomas is willing to install an eight-foot-high fence. Chair Pogalz asked if the requested modification would provide adequate screening for the appliances that have been accumulating behind the building. Commissioner Entsminger stated that he felt it would. There was discussion about metal panel fencing and instances where the City had permitted metal panel fencing to be constructed in Commercial Tier 1 (CD-1) zoning. **It was the consensus of the Commission that metal panel fencing would provide the best buffering for the location, improve the premises and would be low maintenance.** Mr. Thomas stated he would prefer to construct a metal panel fence but would construct a wood fence if that was what he was directed to do. Chair Pogalz asked Building and Zoning Official, Mark Jones, to comment. Mr. Jones stated that if Mr. Thomas is going to consider installing a metal panel fence, it would be considered a special purpose fence per Article 11-260(1) which would need to be supported by findings of fact and approved by the City Council; Mr. Thomas will need to provide information on the metal fencing material and engineering for the fence. **Motion by Entsminger, seconded by Fisher, to recommend approval of the modification to the fenced area approved with the Certificate of Occupancy at 16345 Highway 65 NE requested by Tim Thomas, Appliance Solutions, subject to constructing an eight-foot-high fence in the location shown on the site plan submitted August 4, 2020, using metal panel fencing (special purpose fence) if approved by City Council or other permitted CD-1 fencing material, ensuring any area the public or employees walk on is hard surfaced inside of the fenced area, no storage outside of the fenced area, striping the parking lot and marking handicap spaces with all work to be completed by October 15, 2020**

**and meeting at State, County and City requirements. All present in favor, motion carried.** *(This application will be placed on the City Council's Monday, August 17, 2020 agenda.)*

**COMMISSION BUSINESS:**

City Council Update

Commissioner Dixon stated the City Council agreed with the Planning Commission's recommendations from the July 27, 2020 meeting. Commissioner Dixon stated Anoka County and the City of Ham Lake received money from the CARES Act that they will be using to issue grants to small businesses to help them recoup some of the losses incurred due to the COVID-19 virus. Commissioner Fisher will attend the August 17, 2020 City Council meeting.

**ADJOURNMENT:**

**Motion by Dixon, seconded by Fisher, to adjourn the Planning Commission meeting at 6:22 p.m. All present in favor, motion carried.**

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Jennifer Bohr  
Zoning and Building Clerk