

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, MARCH 22, 2021

The Ham Lake Planning Commission met for its regular meeting on Monday, March 22, 2021 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, Scott Heaton, Jonathan Fisher, Jeff Entsminger and Erin Dixson

MEMBERS ABSENT: Commissioner Dave Ringler

OTHERS PRESENT: City Engineer, Tom Collins, Building and Zoning Official, Mark Jones and Building and Zoning 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 Dixson, seconded by Entsminger, to approve the minutes of the March 8, 2021 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

John Anderson, JDA Design Architects Inc., on behalf of Richland Refrigerated Solutions, LLC, requesting a Conditional Use Permit to operate Richland Refrigerated Solutions, LLC at 1305 159th Avenue NE

John Anderson from JDA Design Architects Inc. and Akil Ibrahim, CEO of Richland Refrigerated Solutions, LLC (RRS) were present. Mr. Anderson stated RRS is a trucking terminal business and the 1305 159th Avenue NE site is a perfect setup for his client as it has been used as a trucking terminal in the past. Mr. Anderson stated the property has been surveyed; there is flood plain area on the property that they will work around when parking semi-trucks. Mr. Anderson stated during the site inspection, it was determined the five employee parking spaces shown on the southerly property line needed to be relocated so they will be moved to a hard surface area behind the building. Commissioner Lejonvarn completed the inspection, a copy which is on file. Commissioner Lejonvarn stated there is no Class 5 material on the south side of the property hence the decision to move the employee parking spaces to the back of the building where there is currently a hard surface. Commissioner Lejonvarn stated the applicant will be providing an

updated site plan to reflect this. Commissioner Lejonvarn stated to the west of the truck parking area, at the edge of the Class 5 or gravel area noted on the site plan, there is sand and grass; if RRS wants to expand the parking area in the future the applicant will need to contact the Coon Creek Watershed District (CCWD) to determine if expansion is possible and if a permit is required from CCWD; no parking is allowed in the sand or grass area. Commissioner Lejonvarn stated there is room to park 18 semi-tractor trailers as noted on the site plan. Commissioner Lejonvarn also noted the south end of the driveway or entrance off of 159th Avenue NE is breaking up and needs to be repaired, the parking lot needs to be striped, handicap signs need to be put in place by designated handicap parking spaces, a license agreement will need to be signed with the City for two parking spaces on the east side of the property that are within a drainage and utility easement, screening on the front gate needs to be repaired and RRS needs to make sure all exterior lights are in working order. The Commissioners discussed hours of operation and times trucks would begin idling in the morning, especially in the winter. Mr. Anderson stated Mr. Ibrahim would be happy to observe the City's daytime hours and have trucks start idling in the winter at 7:00 a.m. Commissioner Lejonvarn stated RRS will do truck repair and maintenance on their trucks as well as the general public. Chair Pogalz asked who owns the 159th Ave NE cul-de-sac as there is a fence in the middle of it and the right-of-way (ROW) is being used by property owners on each side of it, it is not being used as a cul-de-sac. Engineer Collins stated the cul-de-sac was dedicated with Ham Lake Industrial Park 4th Addition plat; there have been encroachments into the ROW for many years. Engineer Collins stated vacating the ROW was discussed; it would require the three parcels of the 1305 159th Avenue NE property to be combined so it was not required as a condition of approval for this application.

Chair Pogalz opened the public hearing at 6:13 p.m. and asked for public comment; with there being none, Chair Pogalz closed the public hearing at 6:14 p.m.

Chair Pogalz asked the Commissioners if they had questions or required further discussion on this application; there were no additional questions or comments. **Motion by Lejonvarn, seconded by Heaton, to recommend approval of a Conditional Use Permit as requested by John Anderson, JDA Design Architects Inc., on behalf of Richland Refrigerated Solutions, LLC, to operate Richland Refrigerated Solutions, LLC at 1305 159th Avenue NE subject to submitting an updated site plan by end of business on March 23, 2021 showing employee parking spaces at the rear of the building on a paved surface as required by Article 9-220.6a.iii, striping the parking lot including painting hash marks for the handicap parking area for van accessibility, installing handicap parking signs, parking no more than 18 semi-tractor trailers at the site, no parking on the grass or sand areas, repairing the driveway apron, signing a license agreement with the City for parking spaces encroaching into the drainage and utility easement near 159th Avenue NE, repairing the screening on the front gate, making sure all exterior lighting is in working order and complies with Article 9-220.1g, business hours of 7:00 a.m. to 6:00 p.m. Monday through Saturday, no idling of trucks before 7:00 a.m., limiting maintenance and repair services to truck and trailer repair only for RRS's fleet and the general public, no outside storage of liquids, oil, contaminants, tires or truck parts, no storage of inoperable trucks or trailers, completing all site maintenance**

and repairs noted within 60 days of City Council approval of the Conditional Use Permit, and meeting all City, State and County requirements. Commissioner Dixon asked if a condition needed to be added related to paving the employee parking area as noted in the Staff Memo. Commissioner Lejonvarn said the applicant has decided to move employee parking to a hard surface area behind the building so no additional paving is needed; the only paving needed is that to repair the drive into the property. **All present in favor, motion carried.** *This item will be placed on the April 5, 2021 City Council Agenda.*

NEW BUSINESS:

Gary Braastad requesting Commercial Site Plan approval for a proposed 11,622 square foot building on Outlot 1 of Marshall Manor (PIN# 29-32-23-42-0039)

Mr. Gary Braastad was present. Mr. Braastad stated he has been working with Coon Creek Watershed District (CCWD) and Tom Collins, the City Engineer, to relocate the ditch on this parcel to create a building pad site to sell. Mr. Braastad stated that if selling the pad site does not prove to be viable, he will construct a commercial building to sell. Chair Pogalz asked Engineer Collins to comment on past approvals from CCWD, the stockpiling of dirt on the parcel as well as to review the comments in his memo dated March 4, 2021. Engineer Collins stated excess material from grading done at the North Metro Storage site just south of 143rd Avenue NE was stockpiled on this parcel in 2017. Engineer Collins stated the County Ditch that traverses from the southeast corner to the northwest corner of the parcel makes it a difficult lot to develop. Engineer Collins stated the City extended Aberdeen Street NE from 144th Avenue NE to 145th Avenue NE last year; at the NE corner of the outlot the City stubbed a 36-inch culvert, to CCWD's approval, so Mr. Braastad can relocate the County Ditch to the east side of his property, connect to the 36-inch culvert and develop the lot as proposed. (The open channel will be converted to a 36-inch culvert located in the Aberdeen Street NE right-of-way.) Engineer Collins stated the City's extension of Aberdeen Street NE was done via a cooperative agreement with MnDOT and a condition in the agreement was that the City remove the 144th Avenue NE and 145th Avenue NE connections to Highway 65; the 144th Avenue NE connection has been completely removed and public right-of-way (ROW) was vacated and a 20-foot drainage and utility easement was dedicated at the very northerly portion of the 66-feet of the vacated 144th Avenue NE right-of-way; all proposed improvements are outside of the 20-foot drainage and utility easement. Engineer Collins stated he received the CCWD approved permit for this site today. Engineer Collins stated there is a 37-foot wide Great River Energy (GRE) easement on west side of the parcel for overhead power; GRE has approved the proposed encroachments within their easement conditioned on all grading being 25-feet away from the existing electric poles. Chair Pogalz completed the inspection, a copy which is one file. Chair Pogalz stated it is a site ready for commercial development after some minor improvements. Chair Pogalz confirmed with Engineer Collins that the CCWD had issued a permit for this project. Engineer Collins stated the permit had been issued. **Motion by Pogalz, seconded by Fisher, to recommend approval of the application by Gary Braastad, requesting Commercial Site Plan approval for a proposed 11,622 square foot building on Outlot 1 of Marshall Manor, PID# 29-32-23-42-0039, as presented, subject to meeting all site, building and usage standards for Mercantile Districts/Commercial Development (CD-1) zoning district as outlined in Articles 9-220 through 9-220.2**

and meeting all City, State and County requirements. All present in favor, motion carried. This item will be placed on the April 5, 2021 City Council Agenda.

Rick and Julie Braastad, J & R Acres, LLC, requesting Final Plat approval for Radisson Sunset Estates (7 single family residential lots) located in Section 21

Rick and Julie Braastad were present. Ms. Braastad stated they are creating a seven-lot development which includes their current lot (Lot 3) at the corner of 153rd Avenue NE and Radisson Road NE; the final plat is very similar to the preliminary plat. Ms. Braastad stated they have completed permitting processes with Coon Creek Watershed District & Anoka County Highway Department (ACHD). Chair Pogalz asked Engineer Collins to comment on the plat. Engineer Collins stated slight revisions, specific to ACHD requirements, have been made to the plans; due to low traffic volume, ACHD is not going to require the construction of an eastbound turn lane into the development but will require widening of the shoulder of 153rd Avenue NE by eight feet between Radisson Road NE and Quamba Street NE so the shoulder can be utilized as a turn lane; ACHD is also requiring the dedication of a 10-foot easement along a portion of Lot 3 on the easterly side of Radisson Road NE. Engineer Collins stated there will be a 20-foot trail easement dedication abutting the 10-foot drainage and utility easement adjacent to 153rd Avenue NE which is similar to what was dedicated to the east of this development with the B&T Acres plat approved in 2019. Engineer Collins stated the Minnesota Pipeline Company has approved the crossing of Quamba Street NE and the septic line for Lot 6 across their 66-foot-wide easement; the development agreement will stipulate that the builder for Lot 6 must expose pipelines at the proposed septic site with a representative of Flint Hills Resources present to verify a minimum of 2' of separation between the proposed septic pipe and the pipelines; the septic system for Lot 6 will need to be a pressurized system.

Motion by Entsminger, seconded by Fisher, to recommend Final Plat approval of Radisson Sunset Estates (7 single family residential lots) located in Section 21 (15203 Radisson Road NE) subject to meeting the requirements of the Anoka County Highway Department, Coon Creek Watershed District, the City Engineer and meeting all City, State and County requirements. All present in favor, motion carried. This item will be placed on the April 5, 2021 City Council Agenda.

COMMISSION BUSINESS:

City Council Update

No commissioners attended the March 15, 2021 City Council meeting. Commissioner Entsminger will be attending the April 5, 2021 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Fisher, to adjourn the Planning Commission meeting at 6:36 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk