



# Planning Commission

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Dawn Bugge, C.D. Admin. Assistant

Wednesday, May 10, 2023

7:00 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

### 1. Call to Order

The meeting was called to order at 7:00 p.m.

### 2. Roll Call

| Attendee Name | Title                 | Status  | Arrived |
|---------------|-----------------------|---------|---------|
| Paul Girard   | Commission Chair      | Present |         |
| Susan Young   | Commission Vice-Chair | Present |         |
| Kevin Miller  | Planning Commissioner | Absent  |         |
| Justin Brink  | Planning Commissioner | Present |         |
| Geneva Kubal  | Planning Commissioner | Present |         |
| Don Stehler   | Planning Commissioner | Present |         |
| Jeff Larson   | Planning Commissioner | Present |         |

### 3. Pledge of Allegiance

### 4. Approve the Agenda

There were no comments to the agenda.

**Motion to:** Approve the Agenda as proposed.

|                  |                            |
|------------------|----------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b> |
| <b>MOVER:</b>    | Commissioner Brink         |
| <b>SECONDER:</b> | Commissioner Larson        |
| <b>AYES:</b>     | 6                          |
| <b>NAYS:</b>     | 0                          |
| <b>ABSTAIN:</b>  |                            |
| <b>ABSENT:</b>   | Commissioner Miller        |

### 5. Consent Agenda Considerations (Action Items)\*

#### a. Approve Planning Commission Meeting Minutes from April 26, 2023

There were no comments to the minutes.

**Motion to:** Approve Consent Agenda Items 5. a.



# Planning Commission

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Dawn Bugge, C.D. Admin. Assistant

Wednesday, May 10, 2023

7:00 PM

City Center - Council Chamber

|                  |                            |
|------------------|----------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b> |
| <b>MOVER:</b>    | Commissioner Kubal         |
| <b>SECONDER:</b> | Commissioner Larson        |
| <b>AYES:</b>     | 6                          |
| <b>NAYS:</b>     | 0                          |
| <b>ABSTAIN:</b>  |                            |
| <b>ABSENT:</b>   | Commissioner Miller        |

### 6. Regular Agenda (Action Items)

#### a. Public Hearing – Preliminary Plat, Planned Unit Development, Zoning Map Amendment, Comprehensive Plan Amendment – Shadow Creek Estates – 6150 202<sup>nd</sup> Street N

Community Development Director, Abbi Wittman, provided a background on the request from Todd Christenson of Elmcrest LLC. The proposal is for a mixed-use development, which would preserve the existing farm site and stable operations while platting a total of 46 single family attached units to the north. Staff noted that a preliminary design was presented to the commission with the newly submitted version being more consistent with the city’s Comprehensive Plan. The applicant is expecting to come before the commission with a proposal for apartments to the west at a future date.

Staff explained that the existing hobby farm is a legal, non-conforming use. The proposed rezone would allow for the attached single-family units and staff explained the allowances that the proposed PUD would provide. A neighborhood meeting was previously held with no known opposition to the request.

Staff recommended that the commission take comment during the public hearing and provide feedback to the developer. Staff recommended that the commission ultimately table the item to allow staff additional time to work with the applicant on a few outstanding items.

Comments by the commissioners included concern over a private versus a public road regarding snow removal, parking restrictions, and emergency vehicle accessibility; landscaping and vegetation; and the proposed road width. Staff noted the ability to make conditions of approval regarding areas of concern, such as snow removal and parking. The Commission requested that staff continue to work with the developer to consider an increased road width.

The applicant, Todd Christenson, 6051 202<sup>nd</sup> Street, stated that he has worked at length with staff and agreed to table the item in order to make some changes before coming before the commission at a future meeting.



# Planning Commission

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Dawn Bugge, C.D. Admin. Assistant

Wednesday, May 10, 2023

7:00 PM

City Center - Council Chamber

Public Hearing was opened at 7:30 p.m.

Darla Taylor, 20540 Georgia Avenue N., abutting property owner, stated opposition to the proposed increased density and considered it a conflict to the aesthetic of the area.

Mr. Christenson pointed out that the area is zoned for 15-20 units per acre, and the original proposal was for single family homes, but revisions were amended to accommodate townhomes and a future apartment building. The applicant attempted to transition the density in the area.

Public Hearing was closed at 7:34 p.m.

City Staff explained that City’s Comprehensive Plan guides property within the city for future development. Cities are required to maintain an average density in the community and land is therefore guided in the Comprehensive Plan with the average in mind.

**Motion to:** Table the item to the next Planning Commission Meeting.

|                  |                            |
|------------------|----------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b> |
| <b>MOVER:</b>    | Commissioner Young         |
| <b>SECONDER:</b> | Commissioner Brink         |
| <b>AYES:</b>     | 6                          |
| <b>NAYS:</b>     | 0                          |
| <b>ABSTAIN:</b>  |                            |
| <b>ABSENT:</b>   | Commissioner Miller        |

**b. Concept Planned Unit Development Amendment, Zoning Ordinance Map Amendment, Site Plan Review – Headwaters Village (PID 29-032-21-12-0017)**

Community Development Director, Abbi Wittman, provided a background on the request from Len Pratt of Fenway Investments, Inc. The applicant submitted a concept plan to allow for an 82-unit apartment building. The commission was asked to review the plan for compliance with the zoning code and comprehensive plan and provide feedback to the developer.

The property is guided for mixed-use and the proposal is consistent with the comprehensive plan and is within the Headwaters Master Planned Unit Development.

Commissioner comments included concern for increased residential development with limited commercial in the area. The Commission pointed out that the original intent of the master plan included limiting vehicular traffic while accommodating resident access to retail and amenities.



# Planning Commission

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Dawn Bugge, C.D. Admin. Assistant

---

Wednesday, May 10, 2023

7:00 PM

City Center - Council Chamber

---

Staff responded that the market is currently guiding for residential, but there are areas for potential future amenities available. Wittman reminded the commission that this is a preliminary proposal to provide feedback to the applicant.

Representative of the Developer, Chuck Youngquist, commented that the proposal fits the character of the neighborhood and that the property has been for sale for a long time and there has been no interest from commercial in the market. Mr. Youngquist acknowledged that there are additional means of transportation for proposed residents in the area at this time and that they will continue to work with staff on their proposal.

Wittman added that city staff is working proactively to bring additional development to the area, however commercial developers require more rooftops to sustain commercial/retail amenities.

No motion was required for this item.

**c. Continued – Resolution No. 05-10-23-01 and Resolution No. 05-10-23-02 – 9860/10066  
180<sup>th</sup> St N – Northern Natural Gas – Floodplain Conditional Use Permit**

Community Development Director, Abbi Wittman, provided a background of the request from Northern Natural Gas. Staff pointed out that the Public Hearing for this item was held at the previous Planning Commission Meeting.

As directed, staff worked with the applicant to explore additional screening options for the valve station. Staff clarified that a seven-foot-tall fence was proposed to protect the valve area, not intended for screening purposes. Staff explained that the valve setting is 10 feet tall and would not be completely screened by the fence. Staff stated that a slatted fence would be in violation of city code and that landscaping could impede visually on that corner.

Wittman reminded the Commission that the valve station does not require screening or city approval, but fencing could be considered for safety. Staff pointed out the city's limited authority for this item.

Staff noted that a statement was submitted by neighboring residents just prior to the meeting, and the letter would be added to the city record for this item.

Chair Girard stated that, although the Public Hearing was held at the prior meeting, residents were invited to provide limited comment on the proposals for underwater boring for the pipeline and the proposed fence.



# Planning Commission

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Dawn Bugge, C.D. Admin. Assistant

---

Wednesday, May 10, 2023

7:00 PM

City Center - Council Chamber

---

Adam Juelfs, 18150 July Ave N., pointed out that although the city cannot control the valve location, they can control drilling through the wetland, which could ultimately control the location of the valving station.

Emily Juelfs, 18150 July Ave N., stated concern for a potential mishap with drilling under the water which she pointed out has occurred. Ms. Juelfs stated that she had experienced the drawbacks of a similar situation in her past and had concern for negative effects.

Bruce Bain, 10151 180<sup>th</sup> St N, stated that his objective was to determine if an alternative location was identified for the valve station that could be an alternate option for this request. He requested additional time to investigate alternative opportunities.

Paula Smieja, 9860 180<sup>th</sup> Street N, stated that she has been a lifetime resident, and that she and her parents, as property owners, have no opposition to the valve station being located on their property. She opposed fencing around the valve station as it would impede her vision while caretaking the property and could be a safety hazard. She noted that the applicant had previously addressed all of their concerns as property owners for this project. She reiterated that she is agreeable to the valve station being located on their land.

Steven Martinez, representative of Northern Natural Gas, commented that the proposed pipeline involves 11 landowners and all are agreeable to the project and all necessary easements have been acquired. He reminded the commission the intent of the proposal is to extend services to the area.

Jake Fahernkrog, Stantec, addressed the precise location of the pipeline and the safety measures involved.

After further discussion regarding timing of the project and potential fencing, the applicant formally requested to remove the request for a fence. Mr. Martinez agreed to installation of a reduced height fence as a condition of approval.

Staff clarified that the commission will need to act on the installation of a pipeline in the floodplain.

The Commission reminded residents that property owners have rights that are not always amenable to the neighboring property owners.

**Motion to:** Approve Resolution No. 05-10-23-01, with the added condition for fencing that conforms to the city's zoning code.



# Planning Commission

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Dawn Bugge, C.D. Admin. Assistant

Wednesday, May 10, 2023

7:00 PM

City Center - Council Chamber

|                  |                       |
|------------------|-----------------------|
| <b>RESULT:</b>   | <b>ADOPTED [5-0]</b>  |
| <b>MOVER:</b>    | Commissioner Steheler |
| <b>SECONDER:</b> | Commissioner Larson   |
| <b>AYES:</b>     |                       |
| <b>NAYS:</b>     |                       |
| <b>ABSTAIN:</b>  | Commissioner Young    |
| <b>ABSENT:</b>   | Commissioner Miller   |

Chair Girard explained that the CUP is approved unless an appeal is submitted to the City within seven days. An appeal would then go before the City Council for action. Staff offered their assistance to anyone interested in an appeal.

### 7. Discussion

Abbi Wittman alerted the commissioners to a potential development in neighboring cities that is in discussion to determine appropriate infrastructure to the area. Staff noted that groundbreaking could potentially occur in the next few years.

Wittman added that permit applications for summer projects have increased at the city. Staff will arrange an opportunity for the Commissioners to meet the newly hired Community Development Administrative Assistant sometime in the near future. The EDA is working to draw new business into the city.

### 8. Other

### 9. Adjourn

**Motion to:** Adjourn at 8:57 p.m.

|                  |                            |
|------------------|----------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b> |
| <b>MOVER:</b>    | Commissioner Larson        |
| <b>SECONDER:</b> | Commissioner Brink         |
| <b>AYES:</b>     | 6                          |