

**MINUTES
PLANNING COMMISSION MEETING
CITY OF WHITE BEAR LAKE
SEPTEMBER 28, 2020**

The regular monthly meeting of the White Bear Lake Planning Commission was called to order on Monday, September 28, 2020, beginning at 7:00 p.m. via WebEx, pursuant to a statement issued by the Mayor under Minnesota Statutes, section 13D.021 as a result of the COVID-19 pandemic, by Chair Ken Baltzer.

1. CALL TO ORDER/ROLL CALL:

MEMBERS PRESENT: Ken Baltzer, Jim Berry, Pamela Enz, Mark Lynch, Erich Reinhardt (7:03 pm), and Peter Reis.

MEMBERS EXCUSED: None.

MEMBERS UNEXCUSED: None.

STAFF PRESENT: Anne Kane, Community Development Director, Samantha Crosby, Planning & Zoning Coordinator, and Ashton Miller, Planning Technician.

OTHERS PRESENT: Bill Weigel, Charlene Baker, and Lisa Stonehouse.

2. APPROVAL OF THE SEPTEMBER 28, 2020 AGENDA:

Member Reis moved for approval of the agenda. Member Lynch seconded the motion, and the agenda was approved (6-0).

3. APPROVAL OF THE JULY 27, 2020 PLANNING COMMISSION MEETING MINUTES:

Member Enz moved for approval of the minutes. Member Berry seconded the motion, and the minutes were approved (6-0).

4. CASE ITEMS:

A. **Case No. 20-14-V:** A request by **Frazer Automotive Services** for a 6 foot 6 inch variance from the 10 foot height limit for a free-standing sign in the B-5 zoning district, per Sign Code Section 1202.040, Subd.2.B.1 in order to replace the cabinet signs with a new cabinet sign that includes a changeable copy area at the property located at 2140 3rd Street.

Miller discussed the case. Staff recommended approval.

Member Baltzer opened the public hearing. No one spoke to the matter and Member Baltzer closed the public hearing.

Member Reis moved to recommend approval of Case No. 20-15-V. Member Reinhardt seconded the motion. The motion passed by a vote of 6-0.

- B. **Case No. 20-4-SHOP:** A request by **Charlene Baker** for a Special Home Occupation Permit, per Code Section 1302.120, in order to operate a hair salon in her single-family home at the property located at 3296 Glen Oaks Avenue.

Miller discussed the case. Staff recommended approval.

Member Reis asked what type of sign would be allowed in association with the business. Crosby conveyed that the maximum size is four square feet and that only a wall sign would be permitted.

Member Baltzer opened the public hearing.

Charlene Baker, Applicant, 3296 Glen Oaks Avenue, thanked the Commissioners for hearing her proposal. She stated that if she were to put up a sign, it would be something small to signify which door clients should enter through.

Member Baltzer closed the public hearing.

Member Reis moved to recommend approval of Case No. 20-4-SHOP. Member Berry seconded the motion. The motion passed by a vote of 6-0.

- C. **Case No. 20-7-CUP:** A request by **Stonehouse Catering** for a Conditional Use Permit, per Zoning Code Section 1302.050, Subd.11 for off-site parking at the property located at 4466 Centerville Road.

Kane discussed the case. Staff recommended approval subject to the conditions laid out in the staff report.

Member Baltzer opened the public hearing.

Lisa Stonehouse, applicant, commented that she has a great relationship with Doctor Rustad, the property owner to the north. She confirmed that her business would need the parking stalls at opposite times of when patients would visit the office, so there should be no conflict. The White Bear community has been very supportive and she is excited for the opportunity to do something more.

Member Baltzer closed the public hearing.

Member Lynch moved to recommend approval of Case No. 20-7-CUP. Member Enz seconded the motion. The motion passed by a vote of 6-0.

- D. **Case No. 20-1-P:** A request by **321 Group LLC** for a preliminary plat, per Code Section 1402.020, to subdivide one parcel into 9 single-family residential lots on the property located at 1800 County Road E. (**Continued at Applicant's Request.**)

5. DISCUSSION ITEMS:

- A. City Council Meeting Minutes of September 8, 2020.

Kane discussed the CARES funding the City has obtained. The City received \$1.9 million to share with those in the community who have been affected by the Covid-19 pandemic. She

encouraged the Commissioners and anyone listening to the meeting to spread the message to others in White Bear Lake that funding is available.

B. Park Advisory Commission Meeting Minutes of June 18, 2020.

Member Berry updated the Commissioners on the Japanese Knotweed found in the City. The Ramsey Washington Metro Watershed District and the Department of Natural Resources have started treating the area. It will take three to four years to control the invasive species because it must be chemically treated.

6. ADJOURNMENT:

Member Lynch moved to adjourn, seconded by Member Reis. The motion passed unanimously (6-0), and the September 28, 2020 Planning Commission meeting was adjourned at 7:34 p.m.