

**MINUTES
PLANNING COMMISSION MEETING
CITY OF WHITE BEAR LAKE
NOVEMBER 30, 2020**

The regular monthly meeting of the White Bear Lake Planning Commission was called to order on Monday, November 30, 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: Michael Amundsen, Ken Baltzer, Pamela Enz, Mark Lynch, and Erich Reinhardt (7:14 PM).

MEMBERS EXCUSED: Jim Berry and Peter Reis.

MEMBERS UNEXCUSED: None.

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

OTHERS PRESENT: Mark Ashby, Nancy Boucher, Allan Boucher, Kevin Rooney, Kerry Troske, Justin Rooney, Mark McKee, Richard Hardwick.

2. APPROVAL OF THE NOVEMBER 30, 2020 AGENDA:

Member Lynch moved for approval of the agenda. Member Enz seconded the motion, and the agenda was approved (4-0).

3. APPROVAL OF THE OCTOBER 26, 2020 PLANNING COMMISSION MEETING MINUTES:

Member Enz moved for approval of the minutes. Member Lynch seconded the motion, and the minutes were approved (4-0).

4. CASE ITEMS:

A. **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.

Crosby discussed the case. Staff recommended approval subject to the conditions listed in the report.

Member Enz asked how the City could address the drainage concerns raised by neighbors. Crosby replied that she could discuss the issue with the City Engineer to improve the maintenance of the existing culvert by the Public Works Department.

Member Lynch asked for more information on the walking path. Crosby explained that it is not currently shown on the plan, but staff would like the utility easement to include pedestrian access. Staff is not requiring trail construction at this time. Member Lynch continued that he would like the proposed trail connecting the cul-de-sac to County Road E to be paved and maintained by the Homeowners Association. He noted it is important to think about the future and a cut through like this would greatly increase the walkability of the neighborhood.

Member Baltzer opened the public hearing.

Nancy Boucher, 3546 Willow Avenue, asked about the difference between a catch basin and a pond, if Outlot A would have standing water, and if there will be a new storm sewer installed to connect to the City's existing sewer in Dell Street.

Crosby indicated on a graphic that the catch basin will be towards the northeast portion of the lot and that Outlot A will be the pond. The catch basin will not infiltrate water. Taillon added that Outlot A will infiltrate the first 1 inch of water from the development. Anything above 1 inch will pond in the area and that water will flow from the culvert to the City storm pipe in Dell Street.

Allan Boucher, 3546 Willow Avenue, asked if all the water from the property will drain to Outlot A and if the plan is to construct a new pond. They have had drainage issues in the past and are concerned the development may exacerbate the problem.

Taillon responded that the top quarter of the property drains toward County Road E. The bottom portion does drain south to Outlot A. The City's stormwater standards state that new development cannot make the rate of runoff worse, so the pond is designed to capture the additional water generated from the increase in impervious surface and meter it out to the existing culvert. She added that a brand new pond will be constructed upstream of the existing low area.

Kevin Rooney, 1800 County Road E, son of previous owner Don Rooney, he stated that he will be living on the property. He does not remember standing water on the south side of the property and is not sure how much more runoff will be created from the development.

Allan Boucher confirmed that water does pool in the area when there is significant rainfall.

Kerry Troske, 3535 Rooney Place, agreed that the storm drains are not well maintained in the area, as she has cleaned them out in the past. She asked about the size, height, and cost of the future homes.

Mark Ashby, Applicant, explained that they will be single family homes. Some will be two story, but he anticipates most will be single level, rambler style homes that will cost around 400 to 600 thousand dollars. He noted that due to the price of materials right now, it is hard to build anything for less than \$400 thousand.

Member Baltzer closed the public hearing.

Member Lynch wondered if the new pond on Outlot A would be bigger and deeper than what currently exists. Taillon replied that there is not really a pond there now, so yes it will be constructed to hold the runoff produced by the development.

Member Amundsen asked about the platting process. Crosby explained that the preliminary plat is the first step where most of the details are hashed out. Once that is complete, a development agreement is created and a final plat is submitted. If there is no significant change between the preliminary and final plat, it will go straight to City Council for approval. After that, the developer can construct the utilities and road and sell the parcels to individuals for home construction.

Member Lynch moved to recommend approval of Case No. 20-1-P with the condition that the pedestrian cut-through be paved and maintained by the Homeowners Association. Member Enz seconded the motion. The motion passed by a vote of 5-0.

- B. **Case No. 20-19-V:** A request by **Alleycat's** for an amendment, per Code Section 1202.040, Subd.2.A, to an existing wall sign variance to allow a portion of the sign to be converted from individual channel letter style to box style. The existing variance being amended is a variance to allow a 35.5 square foot sign on the south elevation in addition to the 50.28 square foot sign on the west elevation, for an end-cap tenant at the property located at 1971 Whitaker Street.

Crosby discussed the case. Staff recommended approval subject to the conditions listed in the report.

Member Amundsen sought clarification on primary and secondary walls. Crosby explained that the primary wall is the one with the entrance, and although the business has two entrances, one is more prominent, making the south elevation the primary wall.

Member Baltzer opened the public hearing. As no one from the public spoke, Member Baltzer closed the public hearing.

Member Enz moved to recommend approval of Case No. 20-19-V. Member Amundsen seconded the motion. The motion passed by a vote of 5-0.

5. DISCUSSION ITEMS:

- A. City Council Meeting Summary of November 10, 2020.

In response to Member Lynch's inquiry, Kane explained that the Traffic Committee is made up of City staff members who hear various traffic related proposals and use scientifically based reasoning to make decisions.

- B. Park Advisory Commission Meeting Minutes of September 17, 2020.

No Discussion.

6. ADJOURNMENT:

Member Amundsen moved to adjourn, seconded by Member Enz. The motion passed unanimously (5-0), and the November 30, 2020 Planning Commission meeting was adjourned at 7:43 p.m.