

**PLANNING COMMISSION MEETING
AGENDA
CITY OF WHITE BEAR LAKE, MINNESOTA**

The City of White Bear Lake Planning Commission will hold its regular monthly meeting on Monday, August 26, 2019, beginning at 7:00 p.m. in the White Bear Lake City Hall Council Chambers, 4701 Highway 61.

1. Call to order and roll call.
2. Approval of the August 26, 2019 agenda.
3. Approval of the June 24, 2019 Planning Commission meeting minutes.
4. **CASE ITEMS:**
Unless continued, all cases will go to the City Council meeting on Tuesday, September 10, 2019. Items B and E require two readings and will also be heard at the City Council meeting on Tuesday, October 8, 2019.
 - A. **Case No. 19-7-V:** A request by **Mark Christenson** for a three foot variance from the four foot height limit for an existing stone wall abutting a public right-of-way, per Code Section 1302.030, Subd.6.h.4, in order to allow the wall to remain along 10th Street at the property located at 4955 Lake Avenue. (Continued – Supporting Documents.)
 - B. **Case No. 19-4-Z:** A City-initiated text amendment to Zoning Code Section 1303.227, Subd.4.f.2, to delete the slip density limit of not more than one slip for every four feet of shoreline. (Continued at the request of staff.)
 - C. **Case No. 75-13-Sa:** A request by **Docks of White Bear Lake** for a conditional use permit amendment for a 50-slip expansion of the Docks of White Bear Lake Marina, per Code Section 1303.227, Subd.4.f, at the property located at 4424 Lake Avenue South. (Continued at applicant's request.)
 - D. **Case No. 19-4-CUP:** A request by **White Bear Lake Event Center** for a conditional use permit for an event center in the Lake Village Mixed Use District, per Code Section 1303.227, Subd.4, and a conditional use permit for joint parking, per Code Section 1302.050, Subd.10.a, at the property located at 4431 Lake Avenue South. (Continued at applicant's request.)
 - E. **Case No. 19-2-P & 19-3-Z:** A City-initiated request for a preliminary plat to rearrange four lots located at 3996, 3998, 4000 Hoffman Road and 4001 Highway 61 into two parcels, per Code Section 1402.020, and a rezoning of the northern parcel from B-3: Auto-Oriented Business to I-1: Limited Industry and the southern parcel from B-3: Auto-Oriented Business to P: Public, per Code Section 1301.040, in order to allow the north half to be combined with Saputo and the south half to be joined to the White Bear Lake Public Works facility.

5. DISCUSSION ITEMS:

- A. Workshop Discussion on Slip Density regulation in LVMU District.
- B. City Council Meeting Summary from August 13, 2019.
- C. Park Advisory Commission Meeting Minutes from May 16, 2019.

6. ADJOURNMENT

Next Regular City Council Meeting September 10, 2019

Next Regular Planning Commission Meeting..... September 30, 2019



City of White Bear Lake
COMMUNITY DEVELOPMENT
DEPARTMENT

MEMORANDUM

TO: The Planning Commission

FROM: Anne Kane, Community Development Director

DATE: August 22, 2019 for the August 26, 2019 Planning Commission Meeting

SUBJECT: **Case No. 19-4-Z - LVMU Text Amendment - Marina Slip Density**

Staff requests that this item be opened and continued to the next regularly scheduled Planning Commission meeting on September 30, 2019. Staff will provide an explanation and analysis of existing conditions for the Planning Commission under Discussion Items. We are requesting input and guidance from both the Planning Commission and City Council prior to preparing a draft ordinance for consideration and public review.



City of White Bear Lake
COMMUNITY DEVELOPMENT
DEPARTMENT

MEMORANDUM

TO: The Planning Commission

FROM: Ashton Miller, Planning Technician

DATE: August 19, 2019 for the August 26, 2019 Planning Commission Meeting

SUBJECT: 3996, 3998, 4000 Hoffman Road and 4001 Highway 61 – Case No. 19-2-P & 19-3-Z

REQUEST

The City is requesting Preliminary and Final Plat approval to rearrange four lots located along Hoffman Road and Highway 61 into two parcels, each about 1.5 acres in size, in order to be combined with Saputo and the White Bear Lake Public Works facility. The request includes a rezoning of the northern parcel from “B-3” – Auto-Oriented Business to “I-1” – Limited Industry and the southern parcel from “B-3” – Auto-Oriented Business to “P” – Public. The subject properties are 3996, 3998, 4000 Hoffman Road and 4001 Highway 61.

BACKGROUND

Earlier this year, the City Council authorized the purchase of the subject property from the Wilt family estate to accommodate the future growth and expansion of both the City’s Public Works facility and Saputo. The City acquired the full property with the understanding that upon subdivision, Saputo would purchase the northern half from the City. The additional space will allow exterior storage and yard operations currently conducted at the former Public Works site to be consolidated at the “new” Public Works facility and will also allow for redevelopment of the former site in the future. Saputo’s specific plans for the northern half of the site have not been developed, however, the continued expansion and investment in the company’s White Bear Lake plant is a desired and positive outcome of this public-private partnership.

SITE CHARACTERISTICS

The approximately 2.99 acre site is located south of County Road F and west of Highway 61. Frontage along Hoffman Road provides access to the properties. The four properties are currently zoned “B-3” – Auto Oriented Business. Three of the four lots were legal nonconforming in their use as single-family dwellings. These nonconformities will be eliminated as part of this proposal. The fourth has a large pole barn, which was used as a warehouse/storage facility. The site is relatively flat with a number of trees, mainly maple and ash, distributed throughout.

ANALYSIS

The Code requires Preliminary Plats to be presented to the Planning Commission for review and approval of the proposed arrangement before consideration by the City Council. The attached plat denotes two parcels, roughly 1.5 acres each; with 10-foot drainage and utility easements adjoining all lot lines. The lot size and width of each property will meet the minimum lot size requirements for the corresponding zoning district.

As part of the 2040 Comprehensive Plan update, the City re-guided the subject site from "Commercial" to reflect the anticipated zoning changes. In order to match the existing land use designation of the surrounding properties, the portion that will be joined with Saputo is guided for "Industrial" and the portion to be combined with the Public Works facility is guided for "Public/Semi-Public". At the time of the update, it was unclear how the parcels would be split, so the 2040 Future Land Use map shows a vertical division. Since then, a horizontal split has been agreed upon between the City and Saputo, so while the map changes slightly, the acreage attributed to each land use category remains the same. Therefore, the rezoning request will be in harmony with the City's Comprehensive Plan.

DISCRETION

The City has a relatively high level of discretion with a rezoning request. The proposed zoning for a property must be consistent with the City's Comprehensive Plan because the Zoning Ordinance and Map are the enforcement tools used to implement the goals and standards set in the Comprehensive Plan.

The City's discretion in approving or denying a plat is limited to whether or not the proposed plat meets the standards outlined in the Zoning Ordinance and Subdivision Regulations. If it meets these standards, the City must approve the plat.

RECOMMENDATION

Staff has reviewed the rezoning for compliance with the Comprehensive Plan's goals and objectives and finds that it complies. Consequently, staff recommends approval of the proposed rezoning. Staff further recommends approval of the Preliminary and Final Plat subject to the following conditions:

1. A hardshell or other recordable plat, acceptable by the Ramsey County Recorder is required. The applicant shall also provide the city with two final approved reproducible mylar copies of the plat.
2. Per 1402.020, Subd.6.c, within one year, the applicant must supply to the city planning and engineering staff a final plat (consistent with the approved preliminary plan) to be approved by the City Council or the subdivision shall become null and void. If the final plat varies significantly from the preliminary plat, Planning Commission review and comment will be required.
3. Within 60 days after final plat approval by the City Council or prior to issuance of any construction permits, whichever occurs first, the applicant shall supply the City Planner with an irrevocable certified letter of credit in the amount of 125% of the estimated value of any public improvements which the City must construct or supervise the construction

thereof for this subdivision, and a timetable in which such improvements must be completed.

4. Within 100 days after final approval by the City Council, the applicant must record said plat with the County Land Records Office or Registrar of Deeds or the subdivision shall become null and void.
5. No construction permits may be issued to the applicant for improvements on this subdivision site prior to approval and recording of the subdivision's plat and posting of irrevocable letters of credit for public improvements.
6. The park dedication fee must be collected on each new lot within the subdivision at the time that building permits are issued on each lot.
7. Any existing buildings or structures on the site must be moved into compliance with the city zoning setbacks from all lot lines or removed entirely from the site.
8. The applicant shall agree to re-apportion any pending or actual assessments on the original parcel or lot of record in accordance with the original assessment formula on the newly approved parcels as per the City of White Bear Lake's Finance Office Schedule for Assessment.
9. The developer must dedicate public rights-of-way and utility easements as illustrated on the preliminary plan or as approved by the City Planner and City Engineer.
10. Durable iron monuments shall be set at all angle and curve points on the outside boundary lines of the plat and also at all block and lot corners and at all intermediate points on the block and lot lines indicating changes of direction in the lines and witness corners. The plat shall indicate that all monuments have been set or will be set within one year after recording, or sooner as specified by the approving local government unit. A financial guarantee may be required for the placement of monuments.

ATTACHMENTS

1. Draft Resolution of Approval – Plat
2. Draft Ordinance
3. Location/Zoning Map
4. Draft Plat Map
5. Current Zoning Map
6. Proposed Zoning Map

RESOLUTION NO. _____

**RESOLUTION APPROVING A PLAT
OF PROPERTY LOCATED AT HOFFMAN ROAD AND HIGHWAY 61
WITHIN THE CITY OF WHITE BEAR LAKE**

WHEREAS, a proposal (19-2-P) has been submitted by the City of White Bear Lake to the City Council requesting plat approval in accordance with the Subdivision Code at the following sites:

ADDRESS: 3996, 3998, 4000 Hoffman Road, and 4001 Highway 61

LEGAL DESCRIPTION: Attached as Exhibit A

WHEREAS THE APPLICANT SEEKS: Both Preliminary Plat and Final Plat approval, per Section 1402.020, to combine four properties into two; and

WHEREAS, the Planning Commission has held a Public Hearing as required by the Subdivision Code on August 26, 2019; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed plat upon the health, safety, and welfare of the community and the Comprehensive Plan, as well as any concerns related to traffic, compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety, in the surrounding area;

NOW, THEREFORE, BE IT RESOLVED by the City of White Bear Lake that the City Council finds that the proposal abides by the intent of the city's ordinances, codes, and the Comprehensive Plan; and

FURTHER, BE IT RESOLVED by the City Council of the City of White Bear Lake accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the City's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. Traffic generation will be within the capabilities of the streets serving the site.

FURTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the preliminary and final plat subject to the following conditions:

1. A hardshell or other recordable plat, acceptable by the Ramsey County Recorder is required. The applicant shall also provide the city with two final approved reproducible mylar copies of the plat.
2. Per 1402.020, Subd.6.c, within one year, the applicant must supply to the city planning and engineering staff a final plat (consistent with the approved preliminary plan) to be approved by the City Council or the subdivision shall become null and void. If the final plat varies significantly from the preliminary plat, Planning Commission review and comment will be required.
3. Within 60 days after final plat approval by the City Council or prior to issuance of any construction permits, whichever occurs first, the applicant shall supply the City Planner with an irrevocable certified letter of credit in the amount of 125% of the estimated value of any public improvements which the City must construct or supervise the construction thereof for this subdivision, and a timetable in which such improvements must be completed.
4. Within 100 days after final approval by the City Council, the applicant must record said plat with the County Land Records Office or Registrar of Deeds or the subdivision shall become null and void.
5. No construction permits may be issued to the applicant for improvements on this subdivision site prior to approval and recording of the subdivision's plat and posting of irrevocable letters of credit for public improvements.
6. The park dedication fee must be collected on each new lot within the subdivision at the time that building permits are issued on each lot.
7. Any existing buildings or structures on the site must be moved into compliance with the city zoning setbacks from all lot lines or removed entirely from the site.
8. The applicant shall agree to re-apportion any pending or actual assessments on the original parcel or lot of record in accordance with the original assessment formula on the newly approved parcels as per the City of White Bear Lake's Finance Office Schedule for Assessment.
9. The developer must dedicate public rights-of-way and utility easements as illustrated on the preliminary plan or as approved by the City Planner and City Engineer.
10. Durable iron monuments shall be set at all angle and curve points on the outside boundary lines of the plat and also at all block and lot corners and at all intermediate points on the block and lot lines indicating changes of direction in the lines and witness corners. The plat shall indicate that all monuments have been set or will be set within one year after recording,

or sooner as specified by the approving local government unit. A financial guarantee may be required for the placement of monuments.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

EXHIBIT A

LEGAL DESCRIPTION

That part of the north 91 feet of the south 218 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota, lying west of a line running parallel with and distant 680.97 feet west of the east line of said Lot 9.

AND

That part of the north 111 feet of the south 218 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota, lying west of a line running parallel with and distant 400 feet west of the east line of said Lot 9, and EXCEPTING therefrom that part of the north 91 feet of the south 218 feet of said Lot 9 lying west of a line running parallel with and distant 680.97 feet west of the east line of said Lot 9.

AND

That part of the south 107 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota, lying west of a line running parallel with and distant 400 feet west of the east line of said Lot 9.

AND

The south 218 feet of the east 400 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota. Subject to Highway 61.

ORDINANCE NO. _____

**REZONING 3996, 3998, 4000 HOFFMAN ROAD
AND 4001 HIGHWAY 61
FROM B-3 AUTO-ORIENTED BUSINESS
TO I-1 LIMITED INDUSTRY AND P PUBLIC
(CASE NO. 19-3-Z)**

THE CITY OF WHITE BEAR LAKE CITY COUNCIL DOES HEREBY ORDAIN:

SECTION I. The White Bear Lake Zoning Map is hereby amended as follows:

By changing the zoning district classification from B-3 – Auto-Oriented Business to I-1 – Limited Industry and P – Public, with respect to the parcels legally described as follows:

Lot 1, Block 1 of Saputo Rearrangement

AND

Lot 2, Block 1 of Saputo Rearrangement

SECTION II. This Ordinance shall become effective upon its passage, after second reading and publication.

First Reading: September 10, 2019

First Publication: September 25, 2019

Second Reading: October 8, 2019

Final Publication: October 23, 2019

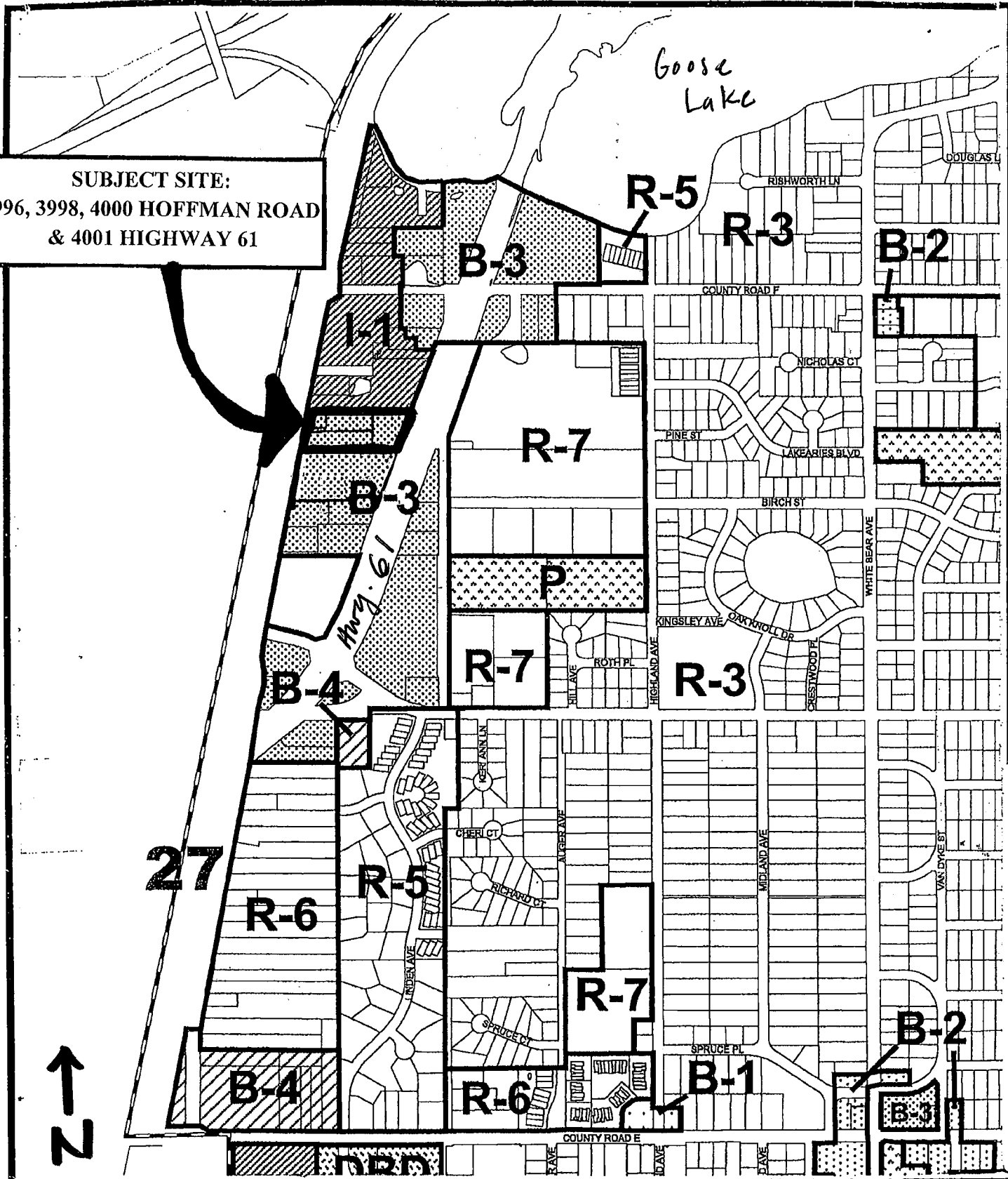
Codified:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

SUBJECT SITE:
 3996, 3998, 4000 HOFFMAN ROAD
 & 4001 HIGHWAY 61



27



City of
 White Bear Lake
 Planning and Zoning Office
 (612)-429-8561

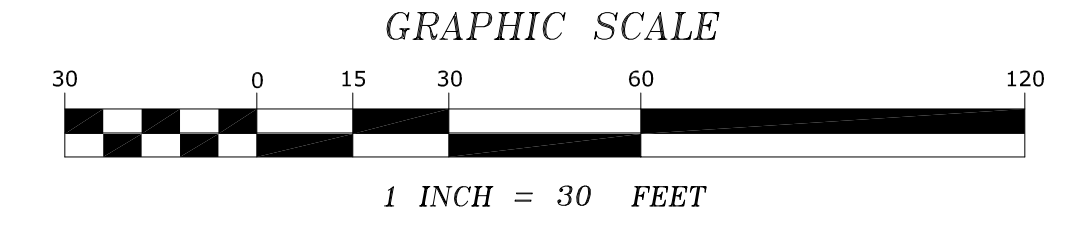
CASE NO. : 19-2-P + 19-3-2
 CASE NAME : City of WBL + Saputo
 DATE : August 26, 2019

CERTIFICATE OF SURVEY

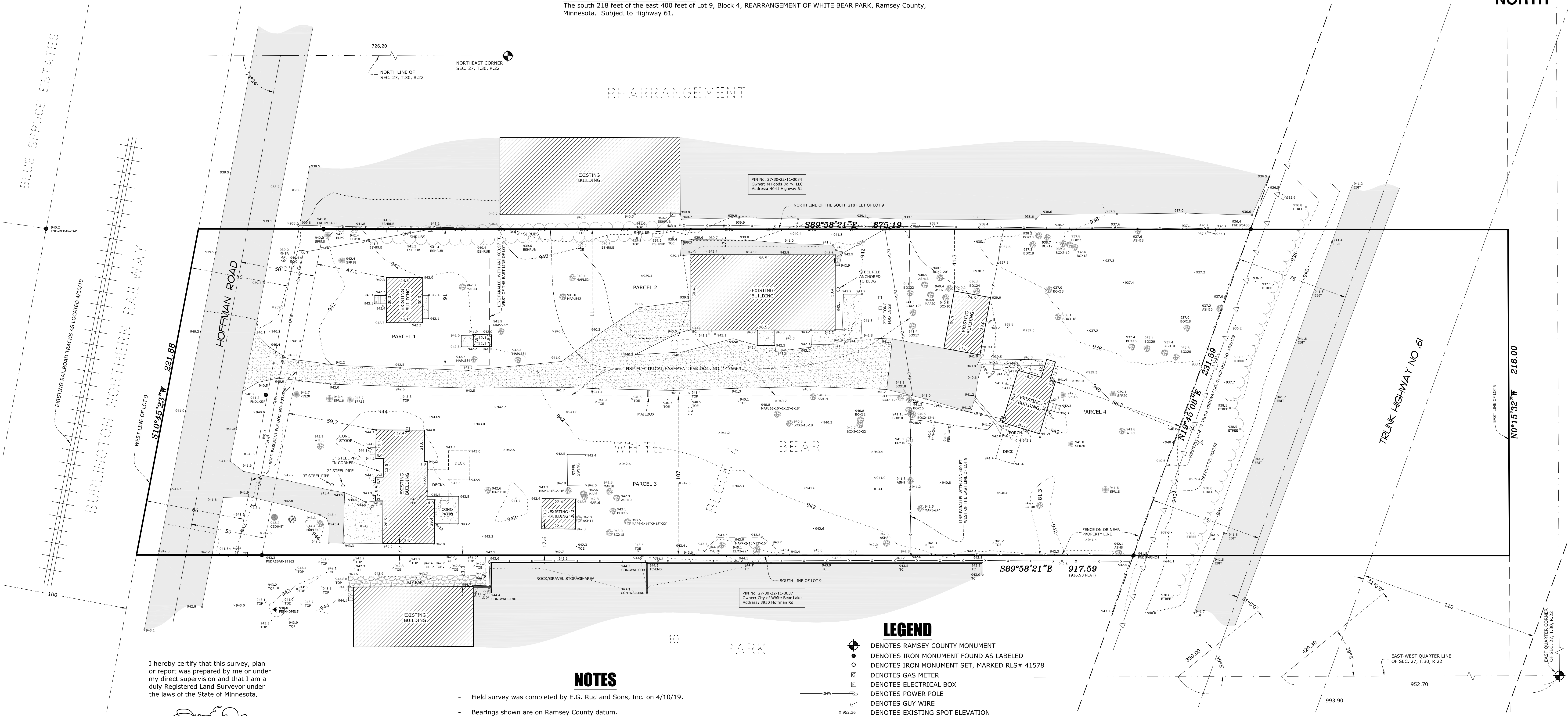
~for~ THE CITY OF WHITE BEAR LAKE
 ~of~ 3996, 3998, AND 4000 HOFFMAN ROAD
 4001 HIGHWAY 61
 WHITE BEAR LAKE, MN 55110

PROPERTY DESCRIPTION:

- PARCEL 1: 4000 HOFFMAN RD.**
 That part of the north 91 feet of the south 218 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota, lying west of a line running parallel with and distant 680.97 feet west of the east line of said Lot 9.
- PARCEL 2: 3998 HOFFMAN RD.**
 That part of the north 111 feet of the south 218 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota, lying west of a line running parallel with and distant 400 feet west of the east line of said Lot 9, and EXCEPTING therefrom that part of the north 91 feet of the south 218 feet of said Lot 9 lying west of a line running parallel with and distant 680.97 feet west of the east line of said Lot 9.
- PARCEL 3: 3996 HOFFMAN RD.**
 That part of the south 107 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota, lying west of a line running parallel with and distant 400 feet west of the east line of said Lot 9.
- PARCEL 4: 4001 HIGHWAY 61**
 The south 218 feet of the east 400 feet of Lot 9, Block 4, REARRANGEMENT OF WHITE BEAR PARK, Ramsey County, Minnesota. Subject to Highway 61.



NORTH



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JASON E. RUD
 Date: 4/29/2019 License No. 41578

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 4/10/19.
- Bearings shown are on Ramsey County datum.
- Parcel ID Numbers: Parcel 1 - 27-30-22-11-0038; Parcel 2 - 27-30-22-11-0036; Parcel 3 - 27-30-22-11-0039; Parcel 4 - 27-30-22-11-0010.
- Curb shots are taken at the top and back of curb.
- This survey was prepared using Title Commitment No. 584943, issued by Stewart Title Guaranty Company of February 1, 2019.
- Parcels 1 and 2 contain a blanket easement in favor of NSP per Document No. 1436663.
- Parcel is in Flood Zone X (areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map Community No. 270386 Panel No. 0042 Suffix G by the Federal Emergency Management Agency, effective date June 4, 2010.

LEGEND

- DENOTES RAMSEY COUNTY MONUMENT
- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES GAS METER
- DENOTES ELECTRICAL BOX
- DENOTES POWER POLE
- DENOTES GUY WIRE
- DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING CONTOURS
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- DENOTES MAILBOX
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES RIP RAP

TREE DETAIL

- DENOTES ELEVATION
- DENOTES TREE QUANTITY
- DENOTES TREE SIZE IN INCHES
- DENOTES TREE TYPE

BENCHMARK

MNDOT GSID #95084
 STATION NAME: CHURCH
 ELEVATION: 935.02 (NAVD 88)

DRAWN BY: BAB	JOB NO: 19214PP	DATE: 4/26/2019
CHECK BY: JER	SCANNED	
1		
2		
3		
NO.	DATE	DESCRIPTION
		BY

E.G. RUD & SONS, INC.
 EST. 1977 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

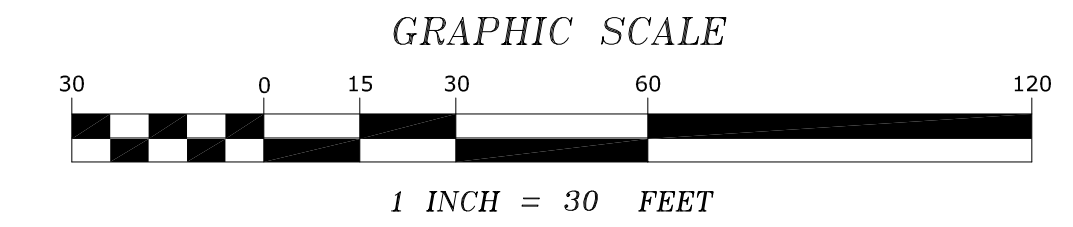
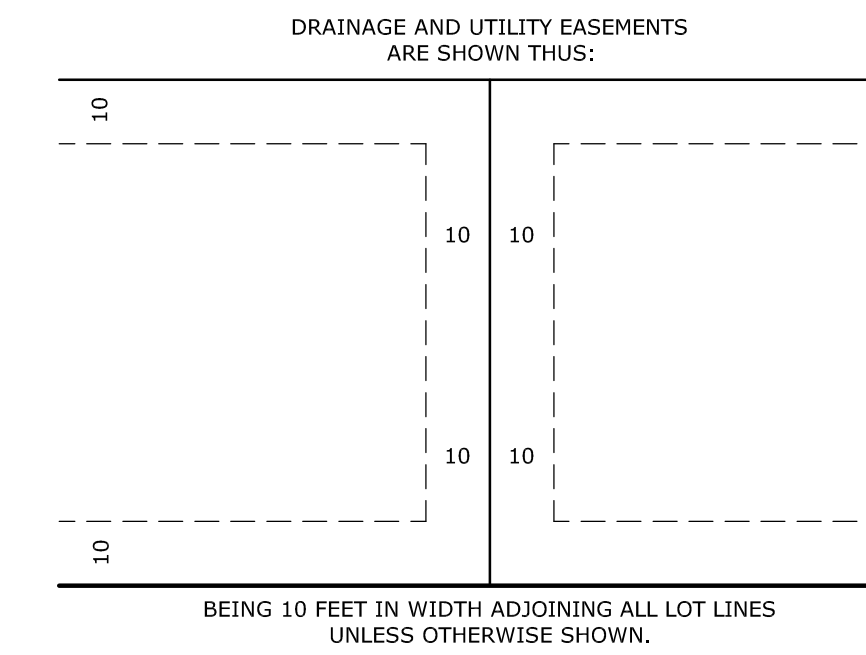
PRELIMINARY PLAT OF: SAPUTO REARRANGEMENT

~for~ THE CITY OF WHITE BEAR LAKE

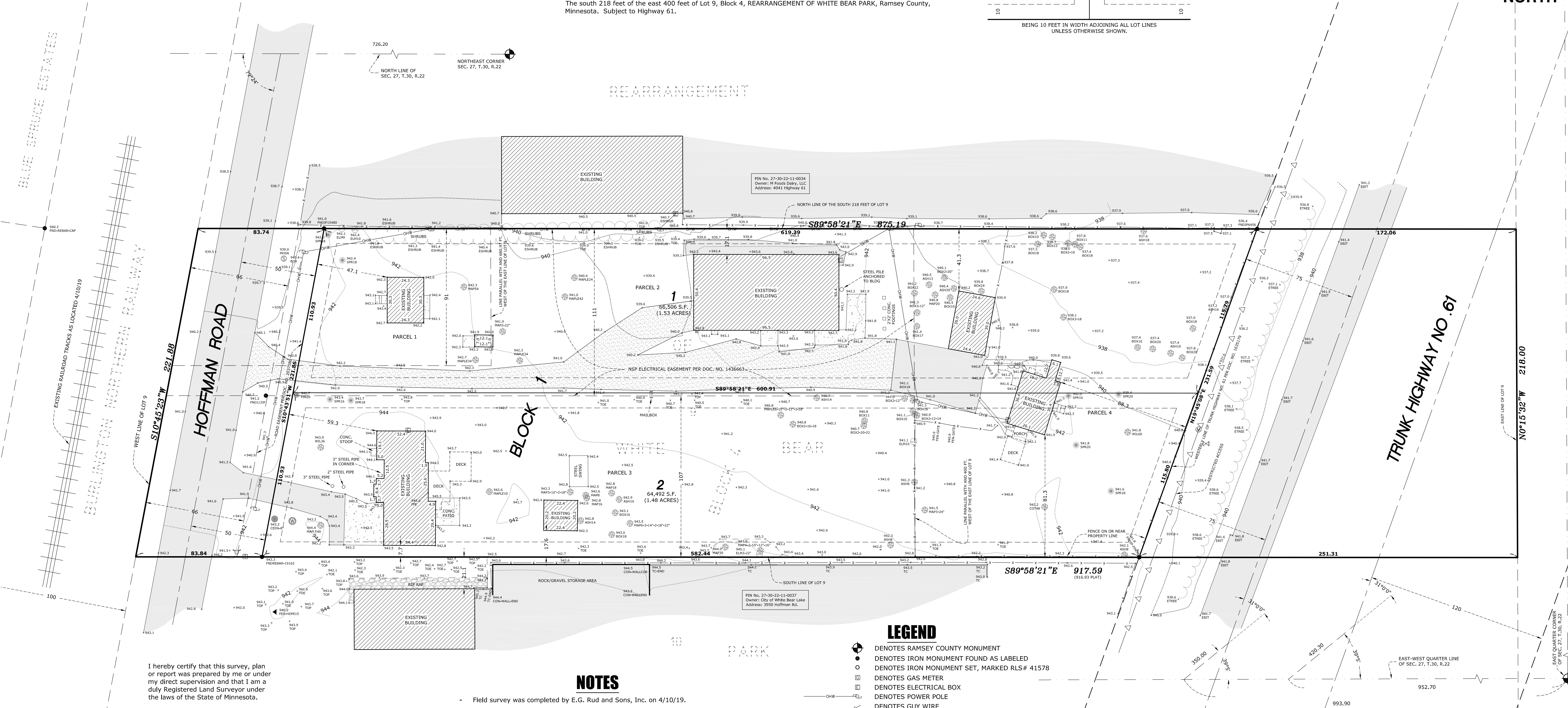
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- PARCEL 3: 3996 HOFFMAN RD.**
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Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

Current Zoning



Proposed Zoning



CITY COUNCIL MEETING SUMMARY

August 13, 2019

VISITORS AND PRESENTATIONS – Recognition of retiring Environmental Advisory Commission Member June Sinnott

PUBLIC HEARINGS – Nothing scheduled

LAND USE – Nothing scheduled

UNFINISHED BUSINESS – Nothing scheduled

ORDINANCES – Second Reading - Approved

- A. Second reading of a request by Paul Bruggeman to rezone the portion of the property north of County Road D at 2687 County Road D to R-6 – Medium Density Residential (Case No. 19-2-Z) **Ordinance No. 19-08-2035**

Motion carried 4:1. Councilmember Engstran nay.

NEW BUSINESS – Approved

- A. Resolution establishing fees collectable from charitable gambling associations. **Resolution No. 12435**
- B. Resolution authorizing the Mayor and City Manager to execute a contract extension for auditing services with Abdo, Eick and Meyers. **Resolution No. 12436**
- C. Resolution authorizing submission of a Water Efficiency Grant application to Metropolitan Council. **Resolution No. 12437**

CONSENT – Approved

- A. Resolution approving 3.2 off sale, tobacco and gasoline pump licenses for Applegreen Midwest, LLC. **Resolution No. 12438**
- B. Resolution authorizing a caterer at Railroad Park for the Special Teams Charities, Beyond the Yellow Ribbon care packages donation collect event. **Resolution No. 12439**

DISCUSSION – Nothing scheduled

COMMUNICATIONS FROM THE CITY MANAGER

- The Police Department held a successful Safety Camp attended by 80 kids this year.
- Night to Unite was also successful for the Public Safety Division, with 48 registered parties.

ADJOURNMENT – 7:39 p.m.

Park Advisory Commission Meeting Minutes

MAY 16, 2019

6:30 P.M.

CITY HALL

MEMBERS PRESENT	Victoria Biehn, Mark Cermak, Anastacia Davis, Mike Shepard
MEMBERS ABSENT	Bryan Belisle, Bill Ganzlin, Ginny Mae Davis,
STAFF PRESENT	Mark Meyer and Andy Wietecki
VISITORS	
NOTE TAKER	Mark Meyer

AGENDA:

1. CALL TO ORDER

The meeting was called to order at 6:30 pm at West Park and Memorial Beach.

2. APPROVAL OF MINUTES

Approval of the minutes from April 18, 2019 was moved by Mike Shepard and seconded by Anastacia Davis. Motion carried.

3. APPROVAL OF AGENDA

Approval of the May 16, 2019 agenda was moved by Mark Cermak and seconded by Mike Shepard. Motion carried.

4. UNFINISHED BUSINESS

None.

5. NEW BUSINESS

a) Bike Repair Station

Dr. John Tomlinson along with a group of people would like to donate a bike repair station to Lions Park. The location was briefly talked about in our last Park Advisory Commission meeting. The June Park Commission meeting will be held at Lions Park and the location can be finalized at that meeting.

b) Summer Park Tours

The Park Commission walked through Memorial Beach first. Andy suggested that a two tier wall would help reduce mowing and maintenance on the grass hill and it would also enhance this premier beach front park. The Park Commission raised the question on whether a one tier or two tier wall would be the best option for that location. The Parks Department will request plans for each style of wall to determine the best fit for the park. It was also noted that the electrical needs to be upgraded to accommodate vendors and events that happen at Memorial Beach.

The Park Commission continued their tour by walking through West Park next. Andy mentioned that the pavilion will be replaced with an updated and larger pavilion.

The electrical also needs to be upgraded at the pavilion to meet the needs of the users. The playground upgrades made a few years ago were being enjoyed by all and appear to still attract many park users. The also Park Commission discussed removing the baseball back stop and potentially adding something else there. There will be more discussion on this idea at a later date.

6. OTHER STAFF REPORTS

None.

7. COMMISSION REPORTS

None.

8. OTHER BUSINESS

None.

9. ADJOURNMENT

The next meeting will be held on June 20, 2019 at 6:30 p.m at Lions Park.

There being no further business to come before the Park Commission, the meeting was adjourned. Moved by Mark Cermak and seconded by Victoria Biehn.