

**MINUTES
PLANNING COMMISSION MEETING
JANUARY 28, 2016**

The meeting was called to order at 6:30 p.m.

Present: Artner, Denn, Griffin, Kotilinek, Mahoney; Town Board Liaison: Ruzek;
Planner: Riedesel.

Absent: Ulbrich with notice and Patrick.

APPROVAL OF AGENDA (Additions / Deletions): Artner moved approval of the agenda with the following amendment: Add 9A) Joint Town Board / Planning Commission Attorney Client Closed Session. Kotilinek seconded. Ayes all.

APPROVAL OF MINUTES OF NOVEMBER 24, 2015: Artner moved approval of the Minutes of November 24, 2015. Griffin seconded. Ayes all.

CONSENT AGENDA: There were no Consent Agenda Items.

WATER GREMLIN, 4400 OTTER LAKE ROAD – REQUEST FOR PERMITTED USE STANDARDS PERMIT TO REPLACE AN EXTERIOR CHILLER UNIT AND ADD ONE NEW ONE: The Planner reported that Water Gremlin is requesting approval of a Permitted Use Standards Permit which would allow them to replace an exterior chiller unit with two new ones and construct a 42' x 8' chemical room addition. The chillers are located on the north side of the eastern wing of the building. Currently there are two chiller units in this location. One will be removed and replaced with two new ones. The other unit will remain where it is. The chemical room addition is proposed to be located between the existing building and the pump room structure. The height of the addition is proposed to be 12'. This portion of the building where the addition is planned faces Whitaker Street but is screened from view by a wooded area approximately 165' in depth. There are no plans by Water Gremlin to remove this wooded area. The chiller units are proposed to be placed on top of an existing concrete sided mechanical (pump) room. The units are approximately 8' above grade. The existing unit which is to remain is located on posts abutting the mechanical building. The unit to be replaced is on top of the building. The new units would be placed on top of the building also. The chiller units are approximately 15' x 15' in size and 10' tall. The chillers are used to cool dies used in the manufacturing process. There are approximately 40 machines which will utilize the new chillers. The

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addition, as proposed, will add two new chiller units and a mechanical/chemical room. The location of the improvements is in an area of the site where there is currently chiller units and a mechanical room. The new chiller will be similar in size to existing units. The addition is proposed between existing buildings and will tie the two together. The Planner reviewed the standards for approving a Permitted Use Standards Permit. The plans as proposed appear to meet the standards set forth by Ordinance No.35 to approve a Permitted Use Standards Permit.

Joshua Miller and Dave Zinschlag, Facilities Manager, attended the meeting to answer any questions. In response to a question if there would be any additional noise, Dave Zinschlag stated that there would be no additional noise and may be a reduction in noise. He noted that the chillers will help Water Gremlin conserve water and they will not be discharging as much water down the drain. He stated that they feel that this is a good and a smart idea. Mahoney asked if the new units would be the same size as the two that are there now. Dave Zinschlag stated that they would be. Joshua Miller stated that they would be placed in the same location. Mahoney asked if there is anything in Town Ordinance regarding mechanical equipment abutting a residential area. The Planner stated that there is a grove of trees which would provide screening between Whitaker Street and the chiller units.

Artnier moved to recommend to the Town Board to approve the request for Permitted Use Standards Permit to replace an exterior chiller unit, add one new one and construct a 42' x 8' addition at Water Gremlin, 4400 Otter Lake Road. Griffin seconded. Ayes all.

The Planner reported that Water Gremlin is in the process of a two phase improvement to their property. The improvement includes construction of a new parking and entry to the site. The north driveway is being closed, except to some truck traffic, as part of the improvement. The parking lot/entry improvements are partially completed with construction work to continue this spring.

RAMSEY COUNTY – TAMARACK NATURE CENTER, 5287 OTTER LAKE ROAD – REQUEST FOR CONDITIONAL USE PERMIT TO ALLOW A 270 SQUARE FOOT ADDITION ONTO THE EXISTING NATURE CENTER BUILDING: The Planner reported that Ramsey County Parks & Recreation Department is requesting approval of a Conditional Use Permit which would allow them to construct a 15' x 18' addition onto the northwest corner of the existing Tamarack Nature Center building. The new room is planned to be a conference room and will provide a storage area for volunteers. An addition onto an existing building requires Town approval of a Conditional Use Permit in the Open Space Zoning District. Additional remodeling is planned to the entryway/vestibule of the building. The Town recently approved an expansion of the Nature Center and viewed a sketch plan to increase the size of the parking lot and relocate the access to the site. The County continues to work on this plan, and an additional Conditional Use Permit application is expected in the near future. The current request is for a small addition to the building. The Planner reviewed the standards which must be met in order to approve a Conditional Use Permit. He stated that the existing

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nature center building is located over 800' from the closest single family home. Because this is a small addition to the building, it appears that the standards set forth by the Zoning Ordinance will be met with the proposed addition.

Ryan Ries, Ramsey County Parks & Recreation, reported that the Nature Center developed in 1990 as a trail head facility. They added a pre-school and have seen a fivefold increase in use. The requested addition will add some needed administrative space and they will make the entry way ADA accessible and will help with strollers for preschoolers. Mahoney noted that the last addition was in 2015 and asked if the parking lot will have the same square footage. The Planner stated that will be looked at. Ryan Ries stated that they looked at the parking last year and this fits the requirements. He reported that they have a plan that will substantially expand the parking lot and that plan will be submitted in a month or two.

Artnier moved to recommend to the Town Board to approve the request for Conditional Use Permit to allow a 270 square foot addition onto to the existing Tamarack Nature Center Building at 5287 Otter Lake Road. Griffin seconded. Ayes all.

PARKING ON LAWN – CONSIDER ZONING ORDINANCE AMENDMENT: The Planner reported that the Township received an email from a resident on Finch Court who has expressed a complaint in regards to the Town's parking regulations. Specifically the complaint was in regards to parking of vehicles on residential lawns. Parking within the front yard was cited as the greatest concern of this resident.

The Planner reviewed Section 7-6.2 of the Town's Zoning Ordinance which regulates "Parking Accessory to a Residential Use". It states:

7-6.2(a). Off-street parking facilities for residential use shall be utilized solely for the parking of currently licensed and operable vehicles of 15 passengers or less and trucks not to exceed 84" in height or 255" in length or a maximum gross vehicle rating of 15,000 lbs. Boats, travel trailers, campers and camping buses are excluded from these maximum size requirements.

7-6.2(b). Boats, trailers, campers and camping buses are allowed to park on or adjacent to a driveway from June 1st to Labor Day of each year. Snowmobiles may be parked from December 1st to March 15th. Boats, snowmobiles, travel trailers, campers, camping buses and antique cars may be stored in rear or side yards at any time of the year if they are currently licenses and operable and the combined area of parking for all recreational vehicles and trailers do not exceed 300 square feet.

In addition to the Town's Zoning Ordinance regulations, the Town has an Ordinance (No. 17) which regulates the parking of vehicles on streets and alleys within the Town. The Ordinance contains one section which relates to parking on a lawn. It states:

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1-8. PARKING ON SIDEWALKS OR LAWNS. No driver of any motor vehicle shall park such vehicle upon any public sidewalk, pedestrian walkways, or boulevard within the Town, nor across or upon any private property which is maintained as lawn or yard area or across or upon any private property which is maintained as lawn or yard without the permission of the owner, with the exception of those areas which are part of a driveway or other clearly defined area for the crossing of vehicular traffic, or by vehicles operated by the Town Public Works Department during the course of such removal or other maintenance functions.

The Ordinances do not specifically prohibit parking on front lawns with the exception of the boulevard. The Town Board received the complaint relating to lawn parking and directed the Planning Commission to discuss the topic and consider an ordinance amendment. If the Planning Commission thinks the Town should regulate parking within front yards, the following ordinance amendment may be considered:

Add the following wording to the end of **Section 7-6.2(b): “Vehicles shall not be parked on a lawn between the front of the home and the street.”** Exceptions could be considered for a vehicle for sale or other circumstances. Vehicle parking in a front yard for the purpose of advertising for sale shall be limited to no more than 30 consecutive days.

The Planner reviewed Ordinances relating to parking from the City of White Bear Lake and the City of Arden Hills.

City of White Bear Lake: Subd. 4. No vehicle shall be parked on the approaches to any bridge, nor upon any boulevard, lawn, or grass plot.”

City of Arden Hills: 800.03 Parking Regulations. Subd. 7. “Parking on Boulevard Prohibited. No motor vehicle shall park upon the boulevard of any public street.

It was noted that the cause of the complaints is a corner house which has 4 vehicles parked in the driveway. There is a truck parked to the side in the winter time. In the summer time the truck is parked too close to the stop sign but that could be dealt with by enforcement. Also in the summer, where the truck is parked in the winter time, there is a swing set which would not provide space for parking a vehicle. Denn asked why the property owner doesn't add another driveway. The Planner stated that the Town allows one driveway unless approved by the Town Board. Kotilinek stated that he would not like to see more impervious surface just to beat the ordinance. Griffin asked if there would be a fire code violation by parking and blocking the front of the house. Mahoney stated that he feels that the ordinance that is in place is sufficient. Kotilinek asked if anyone has talked to the property owner with the vehicles. He stated that there may be kids in the family with cars and once the kids leave home the cars leave also. It appeared that no one has. He could put Class V to park the truck.

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Mahoney moved to recommend to the Town Board that the existing Ordinance relating to Parking remain in effect and that no amendment be made and that staff work with the property owner regarding the vehicle parking issue. Artner seconded. Ayes all.

COMPREHENSIVE PLAN – BEGIN DISCUSSION ON UPDATE OF COMPREHENSIVE PLAN DUE IN DECEMBER OF 2018: The Planner reported that the budget was approved in December. He reported that the activity scope of General Government is to provide long range planning, day to day coordination, and design and management of programs and plans affecting residential, commercial and industrial development. The activities include, but are not limited to, comprehensive planning, zoning administration, design of trails and bikeways, and promotion. The budget for Professional Services increased \$5,950.00 for possible consultant work on the revision of the Town's Comprehensive Plan. The Planner noted that an update of the Town's Comprehensive Plan is due in December 2018. It was the consensus that the Town start with the update of the Comprehensive Plan.

JOINT TOWN BOARD / PLANNING COMMISSION ATTORNEY CLIENT CLOSED SESSION: The Planner reported that at Joint Town Board / Planning Commission Attorney Closed Session is scheduled for Wednesday, February 3, at 6:00 p.m. at the Town's Administrative Offices.

The meeting adjourned at 7:16 p.m.

Respectfully Submitted,

Joan J. Clemens
Recording Secretary