



**MINUTES  
PLANNING COMMISSION MEETING  
MAPLE PLAIN CITY HALL  
December 04, 2025  
6:00 PM**

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**1. CALL TO ORDER**

Chair Jared Betterman called the meeting to order at 6:03 PM.

PRESENT: Chair Jared Betterman, Commissioner Adam Ruhland, Commissioner Stephen Shurson, Commissioner Mike Melton, Commissioner David Chard, and Commissioner Nick Buller

ABSENT: Commissioner Nick Altavilla and Commissioner Mike Melton

CITY COUNCIL LIAISON: Councilmember Connie Francis

STAFF PRESENT: Assistant City Administrator Kevin Larson & City Planner Mark Kaltsas

**2. ADOPT AGENDA**

Staff noted there were no minutes available from the 9/4/25 meeting, but they would be available for the January Planning Commission meeting.

Commissioner Shurson recommended approving the agenda without the 9/4/25 meeting minutes and adding introductions of the two new Planning Commission members to the agenda. Seconded by Commissioner Ruhland.

Voting Yea: Chair Betterman, Commissioner Ruhland, Commissioner Shurson, Commissioner Chard, and Commissioner Buller.

Motion Passed 5-0

Commissioner Chard shared his background in township government in Michigan and his recent relocation to Maple Plain.

Commissioner Buller discussed his move to the community, interest in civic involvement, and educational background in urban planning.

**3. NEW BUSINESS**

A. 5380 and 5480 Pioneer Creek Drive

**Staff Overview**

City Planner Kaltsas presented an overview of the request by North Shore Gymnastics and Yannick Construction for updated site plan review and preliminary and final plat approval. The project involves the construction of an approximately 40,000-square-foot gymnastics facility on two industrially zoned parcels. City Planner Kaltsas explained that the proposal had previously been reviewed by the Planning Commission and recommended for approval earlier in the year, but was brought back due to changes related to unexpected soil conditions and cost considerations.

City Planner Kaltsas outlined key revisions since the prior review, including changes to building materials from a precast panel design to a metal panel building, elimination of a retaining wall along the east side of the building, removal of an eastern access drive, and grading modifications to create a swale along the eastern property line. Parking layout, number of spaces, and primary access remained unchanged. A sidewalk connection to Pioneer Creek Drive was added to improve pedestrian access. The plat was also revised to reflect Planning Commission comments by creating a separate outlot for the portion of the property remaining with Protolabs.

City Planner Kaltsas reviewed landscaping updates, noting preservation of existing trees along Pioneer Creek Drive and reductions in some proposed plantings on the north side of the site. City Planner Kaltsas highlighted the importance of buffering along the eastern property line adjacent to residential land and noted that the proposed lighting plan complies with City standards using full cutoff fixtures.

### **Public Hearing**

Commissioner Ruhland motioned to open the public hearing on the preliminary and final plat. Seconded by Commissioner Chard.

Voting Yea: Chair Betterman, Commissioner Ruhland, Commissioner Shurson, Commissioner Chard, and Commissioner Buller.

Motion Passed 5-0. The public hearing opened at 6:22 PM.

David Yannick, representing the applicant, addressed the Commission. He explained the rationale for the design changes, emphasizing that the building footprint, parking configuration, and operational layout remained unchanged. He noted that the revised design was intended to maintain the programmatic needs of North Shore Gymnastics while reducing site development costs. The applicant expressed willingness to address Planning Commission concerns.

### **Commission Discussion**

Commissioners discussed landscaping within parking lot islands, potential foundation plantings near the building entrance, and the visual impact of the fence separating the site from the adjacent Protolabs parking lot. Lighting placement along the east side of the building was also discussed. The applicant indicated openness to additional landscaping.

Commissioner Shurson motioned to close the public hearing on the preliminary and final plat. Seconded by Commissioner Buller.

Voting Yea: Chair Betterman, Commissioner Ruhland, Commissioner Shurson, Commissioner Chard, and Commissioner Buller.

Motion Passed 5-0. The public hearing closed at 6:49 PM.

### **Commission Action**

Commissioner Shurson motioned to approve the final site plan, grading, and with the recommendation of editing 2B with additional landscaping in the parking lot. Seconded by Commissioner Ruhland.

Voting Yea: Chair Betterman, Commissioner Ruhland, Commissioner Shurson, Commissioner Chard, and Commissioner Buller.

Motion Passed 5-0.

### **4. OTHER BUSINESS**

The three existing members of the Planning Commission introduced themselves. Chair Betterman described where he lived, the duration he has lived in Maple Plain, and his connection with the greater Maple Plain area. Commissioner Shurson discussed his 20+ year tenure on the Planning Commission, his experience with the Three River Parks District as a landscape designer, and raising his family within the City. Commissioner Ruhland spoke about where he lived and the 5 wonderful years his family has lived in Maple Plain. Ruhland is an architect for a running company, and his experience moving back to the west metro.

Ruhland and Shurson mentioned their experience with the installation of the fiber cable. Council Liaison Francis mentioned that the two Commissioners to contact the 1-800 number to voice their concerns.

Chard wanted to bring up Gateway BLVD and the accounting for the increase in traffic. Staff discussed the history of the Kwik Trip development and the studies the City took into account before approving the development.

City Planner Kultsas discussed that there will be a January meeting to review the downtown development. There is a feasibility study under review by the City Council. The Planning Commission is looking for more information to prepare for the January meeting. Asst. City Administrator Larson confirmed the January meeting will be held on January 15th.

### **5. ADJOURNMENT**

The motion to adjourn was made by Commissioner Ruhland and seconded by Commissioner Chard.

Voting Yea: Chair Betterman, Commissioner Ruhland, Commissioner Shurson, Commissioner Chard, and Commissioner Buller.

Motion Passed 5-0.

The meeting concluded at 7:11 PM

I, Jacob W. Schillander, being duly sworn, depose and say:

That I am the City Administrator of the City of Maple Plain, and that the foregoing minutes are a true and correct record of the meeting held on the date indicated above at Maple Plain City Hall. I certify that the minutes accurately reflect all actions taken, including votes, motions, resolutions, and ordinances, and that they are in compliance with all applicable legal requirements.

Signed:



Jacob W. Schillander  
City Administrator

DRAFT