

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on November 23, 2020 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Chairperson Hansen called the meeting to order at 7:00 PM.

2. ROLL CALL

PRESENT

Chairperson Hans Hansen
Commissioner Jeff Bernhagen
Commissioner Rick Cobbs
Commissioner Doug Eischens
Commissioner Eric Julien

ABSENT

Commissioner Aisha Ali

STAFF PRESENT

Administrator Buchholtz

VISITORS

Corey England, Reprise Design
Olmedo Alvarado, 8370 Pierce Street NE

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Approval of Minutes - September 28, 2020

Motion made by Commissioner Bernhagen, Seconded by Commissioner Julien to approve September 28, 2020 meeting minutes.

Voting Yea: Chairperson Hansen, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

5. PUBLIC HEARING

A. Public Hearing for Conditional Use Permit and Variance at 8370 Pierce Street NE, Permitting an Auto Services Use in the C-2 Zoning District and Granting a Side Setback Variance for a Building Addition

Administrator Buchholtz reviewed the staff memo from City Planner Carlson. He reported that the City received applications for a Variance to construct an addition with a 5-foot variance to the side setback at 8370 Pierce Street NE. He reported that upon further view of the variance application a Conditional Use Permit would be required as well.

Corey England, Reprise Design, reported that the conditions that have been outlined with Planner's memo are very clear and the applicant will follow the conditions. He stated that the existing shed on the property will be demolished and will allow for a better opportunity for screening and stormwater management. He stated that the variance will allow for the building addition to be in line with the exiting building.

Commissioner Eischens inquired as what the hours of operation will be and how many employees there will be. Mr. Alvarado stated that the business will be open Monday through Friday, 8:00 AM – 6:00 PM, Saturday 8:00 AM – 1:00 PM, closed Sunday and have three employees.

Commissioner Cobbs inquired if the addition will take away space from the property as there are already numerous cars parked on the property, many of them unlicensed. He inquired if the vehicles will be worked on inside the building. Mr. Alvarado stated that many of the existing vehicles are ones that have not been picked up because of the pandemic and many are being stored for that reason. He estimated that eight cars per week will be repaired and worked on inside the building.

Commissioner Julien inquired if any of the employee vehicles are currently being parked on the street or if they will be in the future. Mr. Alvarado stated that none of the employee's park on the street and no vehicles will be parked in the street while they are in for repair.

Commissioner Cobbs inquired on the landscaping plans for the fence and whether it will be replaced or repaired. Mr. England stated that the landscaping plan has not been developed yet and the fence repairs or replacing will determined after investigating the project.

Administrator Buchholtz stated that the property has been a challenge in the neighborhood and expansion may bring much apprehension to the longtime residents. Mr. England stated that he feels with the removal of the shed on the west end of the property and the setback and screening of the building will make the property be appealing.

Commissioner Bernhagen inquired if Police Chief Ebeltoft had reviewed the application for security or lighting concerns. Administrator Buchholtz stated that he had not, however; if Chief Ebeltoft has concerns or conditions, they could be added at the Council meeting.

Administrator Buchholtz inquired if a security system is in place currently. Mr. Alvarado stated that there is one in place.

Commissioner Eischens inquired how many vehicles should be parked on the property. The consensus of the Commission was that 20 cars would be allowed including employee vehicles and drop off/pick up vehicles.

Administrator Buchholtz inquired if clients are dealership or private individuals. Mr. Alvarado stated that he accepts vehicles for both dealerships and private individuals, but he does a lot of dealership work.

Commissioner Eischens inquired if the stormwater runoff that previously ran towards the east will be corrected with this new plan. Administrator Buchholtz stated that he feels that there will be more green space and the swale will help deter that water flow.

Chairperson Hansen opened the Public Hearing at 7:30 PM. Hearing no discussion from the floor, Chairperson Hansen closed the Public Hearing at 7:30 PM.

Motion made by Commissioner Eischens, Seconded by Commissioner Cobbs to approve the Conditional Use Permit for building addition and site improvements at 8370 Pierce Street with the following conditions: 1.) The Conditional Use Permit applies to the use of the property assuming all setbacks and other Zoning Code standards are met, including the required 15 -ft side setback to the north side, without a variance. If a variance is approved for the north side setback of the building addition, that would be in addition to the conditions in the Conditional Use Permit; 2.) additional screening and landscaping on the west and south sides of the lot will be provided as depicted on the Concept Plan in the Planners report of 11-23-2020, to screen headlights and activity on site, such landscaping can be reviewed and approved by the City Planner and City Engineer before a building permit is granted; 3.) the new proposed asphalt parking area in the rear of the site will provide a 12 ft rear setback and a 14 ft south side setback as depicted on the Concept Plan in the Planners 11-23-2020 report, recognizing that there has been an existing legal non-conforming gravel parking area in the rear of the property; 4.) all work will be done within the building ; 5.) vehicles stored on site must display current license; 6.) damaged or inoperable vehicles, as well as parts and equipment, must be stored within the building or completely screened from the street and neighboring properties; 7.) additional lighting on the new building addition over the garage door and man door will be downcast, fully shielded fixtures allowing no more than 0.5 foot-candle of light beyond the property line; 8.) handling of odors, gas, and fumes will be reviewed and approved by the City Engineer and Building Official before a building permit can be issued; 9.) a stormwater drainage feature approximately 18 inches deep will be provided in the southeast corner of the site to be reviewed and approved by the City Engineer before a building permit is granted; 10.) all other grading, drainage, stormwater, utility, and engineering issues will be reviewed and approved by the City Engineer before a building permit is granted; 11.) a maximum of 20 cars, including employee cars, will be allowed to be parked on the property.

Voting Yea: Chairperson Hansen, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

Motion made by Commissioner Cobbs, seconded by Commissioner Julien to approve a variance for a building addition at 8370 Pierce Street as depicted on the applicant's plans with the following conditions: 1.) the variance is conditioned on approval of a Conditional Use Permit for the site as described in the City Planner 11-23-2020 report and the applicant's supporting materials; 2.) the building addition will be constructed to be similar and compatible in appearance to the original building; 3.) screening and setbacks shall be provided on the west and south sides of the site as stipulated in the Conditional Use Permit; 4.) lighting on the building shall be as described by the applicant and approved in the Conditional Use Permit with the downcast shielded fixtures allowing no more than .05 foot-candle beyond the property line; 5.) grading, drainage, stormwater, utility and other engineering issues will be reviewed and approved by the City Engineer and Building Official before a building permit is issued; 6.) handling of odors, gas, and fumes will be reviewed and approved by the City Engineer and Building Official before a building permit is issued.

Voting Yea: Chairperson Hansen, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

6. OTHER

Administrator Buchholtz reported that Hy-Vee has submitted interior plans for the store. He stated that the plans have been approved and the building permit has been issued. He reported that interior work has started and the Department of Agriculture has approved underground work. He stated that the opening date is unknown however opening could be late Spring of 2021.

Administrator Buchholtz reported that Building Inspector Baker has passed his Building Official test and the City Council has approved his promotion to Building Official.

Administrator Buchholtz reported that the utility project near the 525 Osborne Road property is completed and stated that it went well. He reported that JP Brooks has started construction on two of the six proposed homes on Monroe Street.

Chairperson Hansen inquired if the Planning Commission has received a compliance report on projects that have been approved in the past. Administrator Buchholtz stated that a report has not been provided as there have not been any issues of non-compliance.

7. ADJOURN

Motion made by Commissioner Julien, Seconded by Commissioner Bernhagen to adjourn the meeting.

Voting Yea: Chairperson Hansen, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien.

The meeting adjourned at 7:45 PM.