

The Planning Commission Meeting was called to order by Chair Katy Ross at 7:01 p.m. at the Community Meeting Room, 100 Village Center Drive Suite 150, City of North Oaks. Also present were Commissioners Dick Hara, Joyce Yoshimura-Rank, Bob Turkington, Kara Ries and Paul Lesieur. Planning Commissioner Nancy Reid was absent. City Administrator Michael Robertson, Administrative Assistant Mary Belden and Videographer Maureen Anderson were also present.

### **Approval of Agenda**

**Commissioner Ries moved to approve the agenda. The motion was seconded by Commissioner Yoshimura-Rank and passed unanimously.**

### **Approval of Minutes**

**Commissioner Ries moved to approve the Minutes from the April 28, 2016 Planning Commission Meeting. The motion was seconded by Commissioner Yoshimura-Rank and passed unanimously.**

### **New Business**

#### **1. Consider Proposed Variance #16-03 - 14 Oriole Lane - ISTS System**

Brian Humpel, City ISTS Inspector reviewed the request. The homeowner is requesting a variance for their septic system, which consists of at least two cesspools built in 1968 and is the original septic system. The approval of the variance would allow the homeowner to replace the current out of compliance system with a new system. Inspector Humpel believes that this is the best possible location for a septic system and that they have met all of the requirements for a variance. Commissioner Lesieur asked what type of system it was going to be. Mr. Humpel responded that it will be a modified mound system. Commissioner Hara expressed his concern about redevelopment in North Oaks and if old septic systems could be dug out and replaced with new systems. Inspector Humpel said that that was possible but it depended upon the soil conditions. Commissioner Ries asked about the setbacks of this property. Chair Ross commented that the map was difficult to follow and requested better maps for the future. Inspector Humpel said he could download overhead aerial maps from the County website and he would use those in the future if the applicant did not provide a surveyed drawing.

**Commissioner Yoshimura-Rank made a motion to approve Variance #16-03 with the conditions it is completed in 120 days and constructed per the plans submitted by the contractor; the motion was seconded by Commissioner Ries and passed unanimously.**

#### **2. City Update**

**City Rental Ordinance.** Administrator Robertson stated that the rental ordinance was approved by the City Council. He has split the rental properties up into 4 areas so as not to overwhelm the City Building Inspector. He has sent out the first round of letters but has only heard back from two homeowners after two weeks. Chair Ross suggested that perhaps Administrator Robertson should just send out all of the letters now since the initial response has been so slow. Commissioner Yoshimura-Rank asked how many properties were rentals and was told 43.

**Deputy Mike Burrell.** Administrator Robertson reported that the new deputy has started for the City and is doing a good job. Deputy Burrell's presence in the City has resulted in a reduction of speeding. He has also been issuing trespassing tickets to individuals attempting to fish at Pleasant Lake.

**Comprehensive Plan Update.** Administrator Robertson reported that it is time to update the City's Comprehensive Plan. The plan will be very similar to the one completed 8 years ago. The Comprehensive Plan will be approved by the Council when completed. Commissioner Turkington asked about the Met Council's involvement with a private community like North Oaks and expressed concerned about demands they may place on North Oaks. Administrator Robertson did not think this would be an issue because the Met Council is aware that all land in North Oaks has already been master planned by the 1999 East Oaks PUD agreement. The Met Council has a copy of that plan, which has been a part of the last two Comp Plan updates.

**Property Maintenance Ordinance.** Administrator Robertson reported that work on a Property Maintenance Ordinance is underway.

**Next Meeting**

The next Planning Commission Meeting is Thursday, August 25, 2016 at 7 p.m. at the Community Meeting Room, 100 Village Center Drive

**Adjournment**

**On motion made by Commissioner Hara, seconded by Commissioner Yoshimura-Rank and carried unanimously, the meeting was adjourned at 7:32 p.m.**

Attest:

Respectfully submitted,

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Chair Katy Ross

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Mary Belden  
Recording Secretary