

The Planning Commission Meeting was called to order by Chair Campbell 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, Nancy Reid, Katy Ross, Bob Wilson, Joyce Yoshimura-Rank and City Council Liaison Gregg Nelson. City Administrator Mike Robertson, Building Official Greg Schmit, City Planner Ben Gozola, City Engineer Paul Pearson, Administrative Assistant Linda Hanson and Videographer Kevin Scattum were also present.

Approval of Agenda

Commissioner Dick Hara moved to approve the agenda. The motion was seconded by Commissioner Nancy Reid and passed unanimously.

Approval of Minutes

Commissioner Bob Wilson moved to approve the Minutes from the March 27, 2014 Planning Commission Meeting. The motion was seconded by Commissioner Nancy Reid and passed unanimously.

New Business

- 1. Application #1: Zoning Ordinance Change: Height Allowance in Recreational District**
Administrator Robertson presented the request for a Zoning Ordinance change to increase the height allowed in a Recreation District from 20 feet to 25 feet. Presently, there is a request from NOHOA for a building height of 23 feet. This Ordinance change would allow the height requested.

Commissioner Katy Ross made the motion to recommend to the City Council approval of the Ordinance change to allow a height up to 25 feet in a Recreational District. The motion was seconded by Commissioner Joyce Yoshimura-Rank and passed unanimously.

- 2. Application #2: CUP 14-05, NOHOA, 14 West Pleasant Lake Road, Warming House, Restroom Building, Storage Garage and small Pavilion**

City Planner Ben Gozola presented the application for the Warming House, Restroom Building, Storage Garage and Pavilion. He stated that the issues identified at the last Planning Commission Meeting have been addressed according to the following information:

Lighting: There was an on-site meeting with NOHOA, the City, concerned residents and the City's lighting engineer to discuss the problem. In six weeks or so when the ground has firmed up, Musco the installation company will meet with the City's lighting engineer to adjust the lighting to reduce the glare and perhaps remove some of the bulbs. The lights currently produce 25 foot candles of light and the City's lighting engineer thought 20 would be acceptable. City Council Liaison Gregg Nelson stated that much lower and dimmer lights

were used in the past and he thought there wouldn't be any safety issues with decreasing the light intensity.

Landscaping: NOHOA hired Arden Hills Nursery for a landscaping plan. Planning Commissioners recommended some specific details they wanted added to the plan, including the names of the plants.

Septic Requirements: City Building Official Greg Schmit reviewed the septic plan noting that it identifies two sites both larger than what is required by code. Two designs were submitted, one a trench and one a mound. Mr. Schmit said that the area provided would be more than adequate and could be expanded if needed. He said the system will be pumped every two years and will have both visual and audible alarms to indicate any problems. He said the installer will monitor the system the first year to check for any issues.

Crosswalk Signage: NOHOA provided examples of signs it would use. Staff recommended in addition to use a portable sign that could be placed at the edge of the roadway for large events. This kind of sign is more likely to be noticed by drivers because it's not there every day.

Surface Materials: NOHOA's site plan described the surface materials. There was a lot of discussion of this issue as NOHA would prefer not to hard surface the parking lot and paths due to cost. Building Official Greg Schmit said that regulations called for a firm, stable surface and he thought that only a hard surface could provide that in the winter months. In the proposed plan only the required two handicapped parking spaces are hard surfaced.

Site security: NOHOA provided a plan that indicated the locations of security lights and a security camera system. Wood bollards will be placed around the parking lot to define the area and discourage people driving on the grass.

Planned Storage: NOHOA submitted a detailed list of everything that would be housed in the storage garage.

City Council Liaison Gregg Nelson made the motion to recommend approval of CUP 14-05 for a Warming House, Restroom Building, Storage Garage and Pavilion including the conditions stated in the April Staff Report with the following additions:

- 1. NOHOA will provide a more detailed analysis of the parking lot gravel section.**
- 2. The Building Inspector will evaluate the parking lot to determine that the surface meets the handicapped accessibility code.**
- 3. A more detailed landscape plan will be submitted for review and approval by the City Council.**
- 4. The lighting issue must be resolved by June 15, 2014**

The motion was seconded by Commissioner Dick Hara and passed unanimously.

Next Meeting

The next Planning Commission Meeting is Thursday, May 29, 2014 at 7 p.m. at the Community Meeting Room, 100 Village Center Drive

Adjournment

On motion made by Commissioner Katy Ross, seconded by Commissioner Nancy Reid and carried unanimously, the meeting was adjourned at 8:16 p.m.

Attest:

Respectfully submitted,

Chair Bill Campbell

Linda Hanson
Recording Secretary