

The Planning Commission Meeting was called to order by Chair Katy Ross at 7:00 p.m. at the Community Meeting Room, 100 Village Center Drive Suite 150, City of North Oaks. Also present were Commissioners David Pfuhl, Nancy Reid, Joyce Yoshimura-Rank, Bob Turkington, Kara Ries and Paul Lesieur. City Administrator Mike Robertson, Recording Secretary Gretchen Needham Septic Inspector Brian Humpel, Assistant Planner Jim Robinson and Videographer Maureen Anderson were also present.

Approval of Agenda

Commissioner Reid moved to approve the Agenda. The motion was seconded by Commissioner Yoshimura-Rank and passed unanimously.

Approval of Minutes

Commissioner Reid moved to approve the minutes from the April 27, 2017 Planning Commission Meeting. The motion was seconded by Commissioner Ries and passed unanimously.

New Business

Variance 17-03 for 6 Hackberry Lane

Septic Inspector Humpel indicated the new septic would encroach 15 feet into the southwest and southeast setbacks. He said he thought this was the best place to build the new septic with the least amount of variance.

Commissioner Yoshimura-Rank moved to approve the variance with two conditions. Commissioner Pfuhl seconded. Motion approved unanimously.

Variance 17-04 for 15 Eagle Ridge Road

Septic Inspector Humpel said the new septic would encroach 15 feet into the southeast setback and 18 feet into the northeast setback. He said he thought this was the best place to build the new septic with the least amount of variance.

Commissioner Ries moved to approve variance with two conditions. Commissioner Pfuhl seconded. Motion approved unanimously.

2018 Comprehensive Plan

Assistant Planner Robinson reviewed Chapter 4, the Implementation Section. Commissioners requested adding language about beautifying and updating entrances. Commissioners also suggested adding language about future parks and open spaces. Robinson noted that the draft will be sent to the Met Council for comments. A preliminary public hearing will be held in the fall, after which the document will be sent to adjoining cities who have 6 months to comment.

Housing Height Options

Chair Ross said that a committee made up of Commissioners Ries and Lesieur, Councilmembers Ross and Nelson and Administrator Robertson met to discuss the house height issue. They came up with five possible options for review. Commissioners Lesieur, Yoshimura-Rank, and Turkington were in favor of a cap. They also suggested that the height description be changed so it measured to the peak of the roof rather than the mid-point. Robertson will draft wording for the next meeting showing a forty foot cap with additional setback required over thirty five feet.

City Update:

Councilmember Ross talked about updating the Garbage Ordinance. The Rental Ordinance has been clarified with language regarding Airbnb and VRBO. A City-wide survey will not be done until the Council further refines what information they want.

Administrator Robertson discussed the Housing Maintenance Code, which is being drafted. He will send Commissioners a copy. Brush Pickup Day was successful with 50% more residents participating than last spring. The house at 5320 Hodgson Road was purchased and is being remodeled. The City received a clean opinion on the annual audit.

Other Business:

None

Next Meeting

The next Planning Commission Meeting is Thursday August 31, at 7 p.m. at the Community Meeting Room, 100 Village Center Drive. Commissioners discussed moving the meeting to Thursday, August 24, 2017.

Adjournment

On motion made by Commissioner Reid, seconded by Commissioner Yoshimura-Rank and carried unanimously, the meeting was adjourned at 8:27 p.m.

Attest:

Respectfully submitted,

Chair Katy Ross

Gretchen Needham
Recording Secretary