

The Planning Commission Meeting was called to order by Chair Bill Campbell at 7:00 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, Joyce Yoshimura-Rank, Bob Turkington, Kara Ries and City Council Liaison Katy Ross. City Administrator Mike Robertson, Administrative Assistant Kathy Laur and Videographer Maureen Anderson were also present.

### **Approval of Agenda**

**Commissioner Hara moved to approve the Agenda. The motion was seconded by Commissioner Reid and passed unanimously.**

### **Approval of Minutes**

**Commissioner Reid moved to approve the Minutes from the Planning Commission meeting. The motion was seconded by Commissioner Yoshimura-Rank and passed unanimously.**

### **New Business**

1. **CUP #15-06 for 16 Evergreen Road, for garage space in excess of required 1,500 square feet** (Continuation from 7/30/15 meeting).

Mark Stankey, designer, submitted a stormwater plan showing how the water from the new driveway portion will be handled. He has tightened the radius of the drive, reducing the amount of the new driveway in the setback from 300 square feet to 225 square feet. Because of this a retaining wall will no longer be needed. He noted that the existing driveway drains west towards Evergreen Road not down the hill in the back yard. Commissioner Turkington asked how far from the driveway to the lake. The distance from the driveway to the closest part of the lake is approximately 175 feet.

Administrator Robertson reviewed the City Engineer's recommendations for the stormwater plan and asked that they be added to the list of conditions.

**Commissioner Hara made a motion to approve CUP #15-06 with a recommendation to City Council to approve the CUP with six conditions. Commissioner Yoshimura-Rank seconded the motion which carried unanimously.**

2. **Variance #15-08 - 11 Skillman Lane, Install ISTS 15 feet within the required 30 foot side yard setback**

Brian Humpal SSTS Inspector stated the new system would encroach 15 feet into the 30 foot setback. The current system is non-compliant because it has cesspools. He believes this is the only viable location and will result in a significant improvement. He noted that the east side of the property would not work because it consisted of cut and fill soil. There were also some topography issues on the property.

**Commissioner Ross moved to approve Variance 15-08 with the following conditions; the completion date to be within 120 days after approval and that the system to be located per the design dated July 9, 2015 by SP Testing. The motion was seconded by Commissioner Ries and passed unanimously.**

**3. Variance #15-09 – 8 West Shore Road to Install an ISTS to encroach 23 feet into setback for absorption area and 15 feet for the tanks.**

Brian Humpal SSTS Inspector stated that the new system would encroach 23 feet into the road setback and 20 feet into the south property setback. He's in agreement with the designer that this is the only viable location. Space is extremely limited because of Lake Gilfillan. It will be a mound system.

**Commissioner Yoshimura-Rank moved to approve with the following conditions; the completion date be within 120 days after approval and that the system to be located per the design dated July 24, 2015 by Septic Check. The motion was seconded by Commissioner Ries and passed unanimously.**

**4. Revised Floor Area Ratio Ordinance**

Administrator Robertson reviewed the changes he had made.

**Commissioner Ries moved to approve the revised ordinance. The motion was seconded by Commissioner Ross and passed unanimously**

**5. Review of Off-Street Parking Ordinance**

Administrator Robertson reviewed possible options for revision of the ordinance.

Commissioner Hara said he was not in favor exempting small trailers from the ordinance.

Commissioner discussed the proposed changes to the 30 day rule. They agreed the change made the meaning clear and would prevent people from claiming they meet the rule by moving their vehicle or trailer around on their property or using it periodically.

Commissioners discussed whether there should be a summertime exemption for trailers and boats and decided that was unworkable.

The ordinance now reads: All recreational vehicles, disabled or stored motor vehicles, boats, and trailers of all types must be garaged or completely screened year round from all roads or adjacent dwellings, but may be parked or exhibited in view for a temporary period not exceeding 30 days once first displayed.

**Commissioner Hara moved to approve the off-street parking with changes. The motion was seconded by Commissioner Reid. Commissioner Yoshimura-Rank opposed. The motion passed 6-1.**

**6. Review of Housing Maintenance Ordinance**

Commissioner Ross noted that the Planning Commissioners had asked for more options and she had provided copies of the ordinances of White Bear Lake, Crystal, Arden Hills, White Bear Town and Lino Lakes. Administrator Robertson said that he had also included NOHOA's rules regarding distressed homes.

Commissioner Reid suggested that a subcommittee be formed to review this information and to recommend a new ordinance. Commissioner Turkington agreed. Commissioner Ross will take the lead on forming the committee. Commissioner Ries volunteered to be on the committee. Chair Campbell suggested someone from NOHOA should be on the committee and that if this new ordinance is adopted that NOHOA should delete any similar rules so that there was no confusion over who enforced the rules. The Planning Commission will be updated at the next meeting.

**Next Meeting**

The next Planning Commission Meeting is Thursday, September 24, 2015, at 7 p.m. at the Community Meeting Room, 100 Village Center Drive

**Adjournment**

**On motion made by Commissioner Reid, seconded by Commissioner Yoshimura-Rank and carried unanimously, the meeting was adjourned at 8:31 p.m.**

Attest:

Respectfully submitted,

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Chair Bill Campbell

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Kathy Laur  
Recording Secretary