



**City of Lake Elmo
Planning Commission Meeting
Minutes of November 09, 2020**

Commission Chair Cadenhead called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.

COMMISSIONERS PRESENT: Cadenhead, Weeks, Risner, Holtz, Steil, Mueller, and Graen

COMMISSIONERS ABSENT: none

STAFF PRESENT: Planning Director Roberts, City Administrator Kristina Handt

Approve Agenda:

M/S/P: Graen/Risner move to approve the agenda. **Vote: 7-0, motion carried unanimously.**

Approve Minutes:

M/S/P: Graen / Risner moved to approve the Planning Commission minutes of October 26, 2020, **Vote: 7-0, motion carried unanimously.**

Public Hearings:

City Administrator Kristina Handt presented an overview of the proposed 2021 – 2025 Lake Elmo Capital Improvement Plan (CIP). She asked the Planning Commission to hold a public hearing about the CIP and make a recommendation to the City Council for their December 1, 2020 meeting.

Commissioner Risner requested for clarification as to where the money for the ball field and equipment will come from. City Administrator Handt stated that Development Agreement with Royal Golf has them contributing one million dollars to the City after Phase 3 of the development is completed. Royal Golf keeps asking for extensions on the required payment. He asked for clarification whether the vehicle replacement was set at 5 years or 10 years. Administrator Handt stated it is set for 5 years.

Commissioner Cadenhead asked for clarification for the cost for PW-058, TH 36/Manning Interchange for \$1,300,000 in 2021. This cost (for the City) may be changed at some point.

Commissioner Holtz asked for more information on the \$25,000.00 set aside for the dog park, what is the vision for size and location? Administrator Handt said that at this time there is no information about a possible dog park other than this was a place holder in the CIP. He also asked at what point in the CIP process will the long term goal for establishing the community park that is in the Comprehensive Plan be included. Handt said it was up to the Park Commission to bring that up.

Commissioner Graen asked about the traffic lights on 30th Street and Manning, whether it would still be done if Washington County doesn't have the funds. That particular traffic light is not due to be a project until 2023. He also asked why the Parks Commission has not pushed for an extension of the Greenway trail. Administrator Handt stated that the most cost effective way to extend the trails is to build them during road construction. If no road construction in an area the trail extension is delayed.

Commissioner Weeks asked what was being done about Water Tower # 1. At some point this tower will be abandoned and the well capped, but there is no timeline or solution yet.

Commissioner Graen asked about the debt to revenue limits for the City of Lake Elmo. Ms. Handt noted that at this time the City is in a very good financial position and that the City is not near the debt limit.

Commissioner Cadenhead opened the Public hearing at 7:30 PM.

There were no public or questions for the public hearing.

Public hearing was closed at 7:31 PM.

M/S/P: Steil/Mueller moved to find the proposed 2021 – 2025 Lake Elmo Capital Improvement Plan is consistent with the 2040 Comprehensive Plan. **Vote: 7-0, motion carried unanimously.**

New Business:

Director Roberts gave the staff report on Zoning Code Clean up – Potential Zoning Ordinance Amendments.

Commissioner Weeks expressed reservations about the proposed the Rural Single Family wording. She wants to ensure any changes to the descriptions of the existing land use map and future land use map do not create new non-conforming properties. She thinks the existing home owners shouldn't be charged for variances due to the City changing the wording in the code.

There was a discussion regarding the difference between “Religious Institution” and “A Place of Worship” for code clean up. The consensus of the Commission was for the City to use the term “Religious Institution” in the zoning code and in the City Code instead of “Place of Worship”. Director Roberts noted that staff will be finalizing the proposed code changes and bringing them back to the Planning Commission for a public hearing.

Communications/Updates

a. City Council Update

11-04-2020 Meeting: PUD Ordinance – the Council removed the covered parking as an amenity, and removed the language about pedestrian improvements as a possible amenity feature.

b. Staff Updates: Director Roberts gave updates.

Upcoming PC Meetings:

1. November 23, 2020
2. December 14, 2020 – School Bus Terminal CUP Public Hearing is scheduled.

Meeting adjourned at 8:12 pm.

Respectfully submitted,

Diane Wendt
Permit Technician