

## EAST BETHEL PLANNING COMMISSION MEETING

October 28, 2014

The East Bethel Planning Commission met on October 28, 2014 at 7:00 P.M for their regular meeting at City Hall.

MEMBERS PRESENT: Brian Mundle, Jr. Tanner Balfany Eldon Holmes Glenn Terry  
Randy Plaisance Lorraine Bonin

MEMBERS ABSENT: Lou Cornicelli

ALSO PRESENT: Colleen Winter, Community Development Director  
Ron Koller, City Council Member  
Sue Irons, Recording Secretary

**1.0 Call to Order** Mr Mundle called the meeting of the East Bethel Planning Commission to order at 7:00PM.

**2.0 Adopt Agenda** **Mr Mundle motioned to adopt the agenda. Mr Balfany seconded the motion. All members were in favor; motion carried.**

**3.0 Administrative Subdivision – 20204 Highway 65 NE; PID # 203323340003; Zoning R1 and R2**  
Public Hearing – Applicant: Kathleen Bell-Fiedelman  
20207 Polk St NE  
East Bethel, MN 55011  
Owner: Irene Stern  
20204 Highway 65 NE  
East Bethel, MN 55011

Administrative Subdivision Request – to subdivide a metes and bounds parcel into two lots.  
PID #20-33-23-34-0003;  
Zoning – R1 and R2  
Significant Natural Environmental Overlay

Ms. Stern is interested in subdividing her property into two separate parcels for the purpose of selling off 10.03 acres for a residential parcel where the existing home is located. The remaining acreage would remain as is. Her existing property is defined as Metes and Bounds and she is allowed to divide off one parcel from the original through the Administrative Subdivision process.

**Requested Action:**

Recommend Approval of the Administrative Subdivision request by owner, Irene Stern to subdivide property into two separate metes and bounds parcels as described below:

**Parcel A:**

That part of the east 532 feet of the South Half of the Northwest Quarter of Section 20, Township 33, Range 23, Anoka County, Minnesota which lies northerly of the south 330 feet thereof.

**Parcel B:**

The South Half of the Northwest Quarter of Section 20, Township 33, Range 23, Anoka County Minnesota except the 4 following described parcels:

- 1.) The south 330 feet of the east 660 feet thereof.

- 2.) The north 660 feet of the west 330 feet thereof.
- 3.) That part of said South Half described as follows:  
Commencing at the southwest corner of said Northwest Quarter of Section 20; thence easterly along the south line thereof 567.73 feet to the point of beginning; thence north at right angles 446.32 feet; thence east at right angles 488 feet; thence south at right angles 446.32 feet to said south line; thence westerly along said south line 488 feet to the point of beginning.
- 4.) That part of the east 532 feet of the South Half of the Northwest Quarter of Section 20, Township 33, Range 23, Anoka County, Minnesota which lies northerly of the south 330 feet thereof.

Mr Mundle opened the hearing. Residents present had no comments. Mr Mundle closed the hearing. **Mr Terry motioned that the Administrative Subdivision request by owner, Irene Stern to subdivide property into two separate metes and bounds parcels be approved. Mr Balfany seconded the motion. All members were in favor; motion carried.**

#### 4.0 Year to Date Activities and Reports

Ms Winter presented the following:  
For Information Only

- Expansion of Cambridge-Isanti Insurance Agency completed (23847 Johnson St NE)
- CDBG program at Coon Lake Beach is progressing. We will probably try and get at least 4 septic systems installed this fall yet.
- Classic Commercial Park 3<sup>rd</sup> Addition Plat approved and working on Developer's Agreement
- Continue work on website changes and tools
- Applying for a Met Council grant to assist with the decommissioning of the Castle Towers wastewater facility
- To date there have been 16 new residential home permits issued in the City of East Bethel
- Year to date the Community Development Department has received over 13,000 phone calls, emails and counter visits. Which is up 156% from where we were one year ago. We have also issued more building permits than we did in 2012 or 2013.

Other reports reviewed with members:

Piwik Analysis – Tracks website activity  
Building Permit Report  
Community Development Report

There were 58 substantiated ordinance violations noted in the building report. Members questioned how "ordinance violations" are reported. Some reports may come through law enforcement but most reports are through complaints from residents. These are investigated and, if violations are found, a letter is sent to the resident involved. Ms Winter noted most residents correct the issue within a reasonable time. If not, the information is sent through legal channels.

#### 5.0 Approval of Meeting Minutes

Mr Mundle noted several mistakes in attribution of statements documented in the minutes. Members noted additional minor errors/typos. These will be corrected. Members also requested that Ms Irons be included as an attendee at the meeting and future meetings as well. **Mr Balfany moved to approve the September 23, 2014 meeting minutes as written with corrections. Mr Holmes seconded the motion. All members were in favor; motion carried unanimously.**

**6.0 Other  
Business/Council  
Reports**

Councilmember Koller reported that at the last City Council meeting, members updated some of the septic system ordinances and renewed Jack Davis's contract.

A resident (Thomas Tharlson) approached the members requesting information about the public hearing earlier in the meeting. Ms Winter reviewed the request briefly and the resident had no further questions.

Mr Mundle encouraged all in attendance to vote on November 7<sup>th</sup>.

**7.0 Adjournment**

**Mr Holmes moved to adjourn the meeting. Mr Plaisance seconded; all in favor, motion carried and the meeting was adjourned at 7:25 PM.**

Submitted by:  
Susan Lori Irons  
Recording Secretary

**Attachments:**

1. Administrative Subdivision Application
2. Administrative Subdivision Plat & SNEA Overlay maps
3. Public hearing notice
4. Piwik Analysis
5. Building Permit Report
6. Community Development Report

DRAFT