

**City of East Bethel  
Planning Commission Agenda  
7:00 PM  
Tuesday, September 22, 2015**



## **Agenda**

		<b><u>Item</u></b>
7:00 PM		<b>1.0 Call to Order</b>
7:02 PM	pg. 1	<b>2.0 Adopt Agenda</b>
7:03 PM	pg. 2-5	<b>3.0 Approval of Meeting Minutes</b> August 25 <sup>th</sup> , 2015 – Regular Meeting
7:05 PM	pg. 6-7	<b>4.0 Concept Plan – Sauter’s Commercial Park 2<sup>nd</sup> Addition</b>
7:25 PM	PowerPoint	<b>5.0 Sign ordinance</b>
7:55 PM		<b>6.0 City Council Report</b>
8:00 PM		<b>7.0 Other Business</b>
8:00 PM		<b>8.0 Adjournment</b>

## EAST BETHEL PLANNING COMMISSION MEETING

August 25, 2015

The East Bethel Planning Commission met on August 25<sup>th</sup>, 2015 at 7:00 PM for their regular meeting at City Hall.

MEMBERS PRESENT: Glenn Terry\* Randy Plaisance Lorraine Bonin  
\* Chairperson Sherry Allenspach Eldon Holmes Tanner Balfany

MEMBERS EXCUSED: Lou Cornicelli

ALSO PRESENT: Colleen Winter, Community Development Director  
Brian Mundle, City Council Member

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

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

**3.0 Approval of July 28, 2015 Meeting Minutes** Ms Irons noted that the date of the meeting in the opening statement of the minutes at the top of the first page was incorrect. The statement should have read: "Commission met on July 28<sup>th</sup>, 2015 at 7:00 PM...". Mr Terry noted that on page 5, 7<sup>th</sup> paragraph in Other Business, The second sentence should have read "Mr Terry explained...".

**Mr Holmes motioned to approve the minutes with corrections. Mr Terry seconded the motion; all others in favor. Motion carried.**

**4.0 Joseph & Amanda Pikala – Public Hearing for Interim Use Permit (IUP) to keep Farm Animals**

**Background Information:**  
**Owner/Property Location:**  
Joseph & Amanda Pikala  
4423 Viking Blvd NE  
East Bethel, MN 55092  
PIN 25-33-23-24-0016

Joseph and Amanda Pikala are requesting an IUP for farm animals for the keeping of six (6) chickens on the 2.48 acre parcel they own. The chickens will be housed in a chicken coop (4 ft. x 8 ft.) and have an 8 ft. x 24 ft. run which will be located 25 feet from the property line. The City of East Bethel recently passed an ordinance related to chickens on properties between .5 and 3 acres in size. This property is zoned Rural Residential. Members were shown a Location Map and Site Plan for the property.

**Zoning Code Sections:**

Chapter 10. Article V – Farm Animals and Amendments as attached to IUP.

**Recommendation(s):**

City Staff request the Planning Commission recommend approval to the City Council of an IUP for keeping six chickens for Mr. and Mrs. Pikala, located at 4423

Viking Blvd NE, East Bethel, MN 55092, PIN 25-33-23-24-0016 with the following conditions:

1. An Interim Use Permit Agreement must be signed and executed by the applicants and the City.
2. Applicants must comply with City Code Section 10. Article V. Farm Animals.
3. Permit shall expire when:
  - a. The property is sold, or
  - b. Non-compliance of IUP conditions
4. Property owner shall have thirty (30) days to remove the approved domestic farm animals upon expiration of the IUP.
5. Conditions of the IUP must be met no later than October 1, 2015. IUP will not be issued until all conditions are met. Failure to meet conditions will result in the null and void of the IUP.
6. The IUP shall be for a term of three (3) years at which time the applicant will be required to re-apply for an IUP.
7. Property will be inspected and evaluated annually by city staff.

The Public Hearing was opened at 7:03 pm.  
No members of the public were present to speak.  
The Public Hearing was closed at 7:04 pm.

**Mr Terry made a motion to recommend approval of the Interim Use Permit with the stated conditions for Joseph & Amanda Pikala to keep Farm Animals to the City Council. Ms Bonin seconded the motion. All members were in favor; motion carried. This item will go to the City Council in September for approval.**

## **5.0 Comprehensive Plan/ Business Retention and Expansion program Updates**

### **Comprehensive Plan Update**

Every 10 years the Metropolitan Council (Met Council) produces a document that outlines growth and management of property within the metropolitan area. East Bethel is part of Anoka County and therefore is a part of the Met Council's jurisdiction when it comes to comprehensive planning. They have published a document called "MSP 2040" which is their growth plan and can be accessed online for more details. The plan addresses transportation, transit, environmental services, parks and open spaces, and several other categories and is the framework for how, as a region, we are going to grow.

The impact of the plan on East Bethel isn't very significant because the community is one the very edge of Anoka County. There won't be very much that the City will be doing that is directly related to the plan. The two areas that are most important from the City's perspective are the Natural Resources Planning – talking about surface water management – and Land Use. Ms Winter stated that she does not believe the City's overall density will change, she believes it will remain the same based on current information.

The City of East Bethel is required to complete a Comprehensive Plan by 2018. The City has already begun discussions on the updates to the Comprehensive Plan and will be applying for planning funds through the Metropolitan Council to complete this very important planning document. It is hoped that a grant will be received for

a consultant to assist with the process. Many modeling tools and other resources are available online.

Ms Winter recommended that future Planning Commission meetings will include discussion of specific sections of the Comprehensive Plan in greater detail. There will be public hearings and public meetings relative to the Comprehensive Plan as well.

Ms Winter informed the members that Staff recently received all the flood plain maps from the Federal Emergency Management Agency (FEMA). The state has provided a uniform flood plain 'ordinance' of sorts which will take the place of what the City currently has in place for ordinances relating to flood plains. Ms Winter will be attending a conference to learn more about this process. She does not believe there will be a huge impact but if a resident's property has changed from one zone to another, they must be notified. Ms Winter noted that FEMA was able to provide the updated information in a format that is compatible with the new Geographic Information System (GIS) in use by the City which will make it easier to access.

Mr Terry asked about where the Met Council gets their authority to produce a "Housing Policy Plan" as referenced in the MSP 2040 document. Ms Winter explained that the plan is more of a guide that should be interpreted based on how appropriate it is for the community. She related that some people have felt that the Met Council has overstepped their boundaries. Commission members voiced their concerns about not necessarily agreeing with the plans set forth by Met Council.

Ms Winter explained that many of the sections/categories of the MSP 2040 are not very applicable to East Bethel because it is not a metropolitan community. Some sections are important to the City such as Environmental Services which is fairly simple since the City has its own facility. Another part that is critical is the surface water management plan which addresses storm, sewer and what makes sense for the region. She does not anticipate the City will have a section on "Transit Design" because it does not fit into the future plans for the community at this time. Ms Winter noted that if communities are not able to meet the targets set forth by Met Council, there is no punitive response.

Mr Plaisance commented that it seemed like the area covered by Met Council has risen from the original seven counties to 16 counties according to the new plan document. He stated that many of their ideas focus on inner city such as mass transit and wondered how they could know what was best for more outlying communities. He stated that he feels it is important now and in the future to look out for what is in our community's best interest as well.

Ms Winter noted that a recent meeting between the City and Met Council representatives went very well and that it appears there will not be a problem with maintaining the City's rural residential density.

### **Business Retention and Expansion Program Update**

Expansion of and retention of existing business is a major component of the City of East Bethel's economic development activities. In order to facilitate this goal, the

City is sponsoring a Business Retention and Expansion Program. The Goals of the Business Retention and Expansion (BR&E) are to:

- Demonstrate to local businesses that the City recognizes and appreciates their contribution and importance to the local economy
- Assist existing businesses in solving problems and utilize programs and resources that enable them to become more competitive in local and regional markets
- Develop additional means to assist local business

As part of the BR&E Program, a visitation program is the first phase of contact with local businesses. The BR&E Visitation program is a joint effort by citizens living and/or working in East Bethel. The University of Minnesota, in association with the City of East Bethel, Connexus Energy and the East Bethel Chamber of Commerce are sponsoring this effort.

Volunteers representing businesses, non-profits, and city staff will conduct the business interviews from mid-September through mid-October, with the preliminary survey results scheduled to be compiled by November 30, 2015. It is the goal of the BR&E Leadership Team to interview 80 – 100 businesses.

#### **6.0 City Council Report**

Mr Mundle reported that the Council recognized the East Bethel Royalty at their meeting and received funds from the St Francis Hockey Youth Association for the renovation of the Ice Arena rink. The Castle Towers Waste Water Facility has been decommissioned and needs to be torn down, however the process is very costly.

#### **8.0 Other Business**

None

#### **9.0 Adjournment**

**Mr Holmes moved to adjourn the meeting at 7:30 PM. Mr Balfany seconded the motion; all members were in favor, motion carried.**

Submitted by:  
Susan Lori Irons  
Recording Secretary



# City of East Bethel Planning Commission Agenda Information

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**Date:**

September 22, 2015

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**Agenda Item Number:**

Item 4.0

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**Agenda Item:**

Concept Plan – Sauter’s Commercial Park 2<sup>nd</sup> Addition. PID #323323220002;

Zoning – Light Industrial; Developer – Tom Sauter dba/ T&G Land, Inc.

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**Requested Action:**

Discussion only – Call for Public Hearing for Concept/Preliminary Plat approval for the October 27, 2015 Planning Commission meeting

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**Background Information:**

Mr. Tom Sauter is interested in subdividing his property for purposes of selling off lots for development. The City has been working with Mr. Sauter to secure right of way access for a Service Road that will be located on the east and north sides of his property. The extension of Buchanan St and 189<sup>th</sup> is part of the City’s overall Transportation plan and utilities will be put in to service the lots in Mr. Sauter’s development. Mr. Sauter’s property was included in the rezoning of the Classic Commercial Park to Light Industrial. Mr. Sauter has also begun the wetland delineation process and the local Wetland Board will be meeting to discuss his proposal on September 25<sup>th</sup>, 2015.

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**Attachments:**

Proposed Sketch Plan

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**Fiscal Impact:**

Not known at this time

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**Recommendation:**

**Call for Public Hearing**

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**Planning Commission Action:**

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Vote Yes: \_\_\_\_\_

Vote No: \_\_\_\_\_

# SKETCH PLAN OF: SAUTER'S COMMERCIAL PARK SECOND ADDITION

~for~ T & G LAND

## EXISTING PROPERTY DESCRIPTION:

The Northwest Quarter of the Northwest Quarter of Section 32, Township 33, Range 23, except that part platted as SAUTER'S COMMERCIAL PARK, Anoka County, Minnesota.

## NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 8/4/15 and 8/24/15.
- Bearings shown are on Anoka County datum.
- Wetland delineation by Jacobson Environmental. Ph. (612) 802-6619

## LEGEND

- DENOTES IRON MONUMENT FOUND
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES EXISTING CONTOURS
- ⊙ DENOTES SANITARY SEWER MANHOLE
- ⊕ DENOTES HYDRANT
- OHW — DENOTES POWER POLE AND OVERHEAD WIRES
- GUY — DENOTES GUY WIRE
- X — DENOTES FENCE
- ⊕ DENOTES WELL
- ▨ DENOTES GRAVEL SURFACE

## VICINITY MAP

PART OF SEC. 32, TWP. 33, RNG. 23



ANOKA COUNTY, MINNESOTA  
(NO SCALE)



NORTH

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

*Jason E. Rud*  
JASON E. RUD

Date: 9/17/2015 License No. 41578

GRAPHIC SCALE



( IN FEET )  
1 inch = 80 ft.

DRAWN BY: BAB	JOB NO: 15499BT	DATE: 9/4/15	
CHECK BY: JER	SCANNED		
1	9/14/15	REVISE LAYOUT PER CLIENT	BAB
2	9/17/15	REVISE AREAS ABOVE WETLAND	BAB
3			
NO.	DATE	DESCRIPTION	BY