

**City of East Bethel**  
**Planning Commission Agenda**  
7:00 PM  
Tuesday, January 26, 2016



**Agenda**

		<u>Item</u>	
7:00 PM		<b>1.0</b>	<b>Call to Order</b>
7:02 PM	p. 1	<b>2.0</b>	<b>Adopt Agenda</b>
7:03 PM	p. 2-5	<b>3.0</b>	<b>Approval of Meeting Minutes –</b> November 17, 2015 – Regular Meeting
7:05 PM	p. 6-7	<b>4.0</b>	<b>Acknowledge Planning Commission Reappointment and Oath of Office</b>
7:10 PM	p. 8	<b>5.0</b>	<b>Election of Planning Commission Chairperson and Vice Chairperson</b>
7:12 PM	p. 9-14	<b>6.0</b>	<b>Discussion regarding Farm Animal Ordinance –</b> Request for appeal by Brooklyn Williams, 19715 Tri Oak Circle NE, East Bethel, MN 55092
7:22 PM	p. 15-59	<b>7.0</b>	<b>Public Hearing/ Interim Use Permit, Home Occupation –</b> Request by owner/applicant, William Thompson, to obtain an Interim Use Permit to operate a Home Occupation called “Wandering Cellars.” The location being 18341 Lakeview Point Drive NE, East Bethel, MN 55092, PIN 35-33-23-32-0010. The Zoning Classification is Single Family Residential (R1) District/Shoreland Management District.
7:40 PM	p. 60-63	<b>8.0</b>	<b>Public Hearing/Subdivision Concept Plan –</b> A request by applicant, Tom Sauter for a Subdivision of a 40 acre parcel of property. The location being 1052 189 <sup>th</sup> Ave NE, Cedar, MN 55011, PIN 32-33-23-22-0002. The Zoning Classification is Light Industrial (I).
8:00 PM		<b>9.0</b>	<b>City Council Report</b>
8:10 PM	p. 64-70	<b>10.0</b>	<b>Other Business</b>
8:40 PM		<b>11.0</b>	<b>Adjournment</b>

## EAST BETHEL PLANNING COMMISSION MEETING

November 17, 2015

The East Bethel Planning Commission met on November 17, 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  
Lou Cornicelli

ABSENT: Tanner Balfany

ALSO PRESENT: Colleen Winter, Community Development Director  
Ron Koller, 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. Holmes seconded the motion. All members were in favor; motion carried.**

**3.0 Approval of October 27, 2015 Meeting Minutes** Mr. Holmes noted that his name was spelled incorrectly on page 3 of the meeting minutes. The correction was noted.

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

**4.0 Steve and Tricia Quale dba/Steve's Quality Tree Service Home Occupation IUP**

**Background Information:**

**Owner/Property Location:**

Steve and Tricia Quale, (dba Steve's Quality Tree Service)  
18817 Greenbrook Dr NE 55011  
East Bethel, MN 55092  
PIN: 33-33-23-12-0007  
Zoning: Rural Residential (RR)

Ms. Winter presented the staff report. Mr. and Mrs. Quale own and operate a small tree trimming business, dba/Steve's Quality Tree Service. They just recently built a home in East Bethel and are interested in housing their equipment for the tree service at their residence in a detached Accessory Structure that they are currently in the process of building. They have two seasonal part-time employees from March through October. All equipment would be housed inside the detached Accessory Structure.

**Recommendation(s):**

If the Planning Commission were to choose to recommend approval of the IUP, it should be subject to the 13 conditions detailed in the staff report.

Ms. Winter stated attached in your packet you will find a site plan drawing that indicates where this is located.

No other members of the public were present to speak. The Public Hearing was closed at 7:11 pm.

Mr. Holmes asked if the pole building was going to be strictly for the business.

Steve Quale, 18817 Greenbrook Dr NE, stated I hope to be able to park my trucks in there; obviously, we got the four-wheelers, boats, stuff like that. Try to keep the place nice & neat from the outside. It makes the wife happiest not to see all the toys, so hopefully I'll have room for everything inside there. Mr. Holmes asked so you haven't actually started building it; just marking off where you're going to put it? Mr. Quale stated yes, we actually just had the surveyor out there this morning. So we've got the wetlands staked, and we should be good to go. I think we've got an appointment for the inspector to come out and verify tomorrow morning or afternoon.

Mr. Terry asked what are you doing with the trees that you're cutting down; are they going back to your property, or to some other location? Mr. Quale stated I do have some people that take the logs; it depends on where we're at. If we're down in Minneapolis, I will bring them back home with me. It's better just to go right to the dump. If I've got someone close by that pays for me to drive it home, then I'll bring it back there and stack it up decently. For the most part, branches get shredded into wood chips. If the logs are decent I'll sell them at a later date, otherwise they go to the dump.

Mr. Terry asked what equipment will be stored in the accessory structure specifically for the Tree Service business. Steve Quale responded that he has a bucket truck and a logging truck that he will store in his 50x60 sq ft accessory building.

Ms. Bonin asked where the logs will be placed when Mr. Quale brings them back to the property. Steve Quale said that he has a 40 acre piece of land behind his 10 acre parcel where he could store the higher value logs. He hopes to one day get a saw mill and start milling his own wood, but that would be down the road.

**Mr Terry made a motion to recommend approval of the Interim Use Permit with the stated conditions for Steve and Tricia Quale to operate their home business to the City Council. Mr [REDACTED] seconded the motion. All members were in favor; motion carried. This item will go to the City Council in December for approval.**

**5.0 Public Hearing-  
Floodplain  
Ordinance;  
Repeal**

Ms. Winter presented the staff report stating that the Federal Emergency Management Agency has recently published new floodplain maps and is requiring every community that participates in the Flood Insurance Management Program to adopt new maps and is recommending that with the guidance of the Minnesota Department of Natural Resources (MnDNR), that communities adopt a new Model Floodplain Ordinance.

Ms. Winter noted that you can find a sample of the new floodplain ordinance in the packet. If the City chooses to participate in the Flood Insurance Management Program they do need to adopt this ordinance, they could adopt their own, but this the simple ordinance that has already been laid out. Ms. Winter recommended adopting the ordinance that the Minnesota Department of Natural Resources (MnDNR) is recommending.

We would repeal Chapter 34 in the City's Code of Ordinances. And we would include this model flood plain ordinance in Chapter 58, Appendix A, which is in our zoning ordinance. That would replace Chapter 34 in its entirety. Why it makes sense to move it to this part of the Code of Ordinances is because Chapter 58 talks about three overlay districts that is part of the floodplain that go on top of what our underlying zoning districts are. Ms. Winter said that the City Engineer and the Anoka Conservation District have looked at this and that she is awaiting their comments. We as a community do not set those elevations, it is up to the individual developer to set those elevations unless the new maps have set them already. Mr. Holmes asked why some of the 500 and 100 are the same water level. Ms. Winter said that it will be based on soil types and the water table. Ms. Allenspach recommended that the Council get the answer to that question prior to approving the new floodplain maps.

Mr. Terry asked what other cities are doing. Ms. Winter said that some of the bigger cities have staff that have the ability to set those elevations, but for smaller communities it is easier to adopt what the DNR is recommending. The DNR did their due diligence and did the heavy lifting to determining what makes sense for communities.

Mr. Terry asked how the language is different from what we have currently have. Ms. Winter said that the biggest distinctions are that we currently have a confusing section travel trailers and mobile home parks and this new ordinance takes that confusion away. It has rules and regulations if you allow mobile home parks and gets rid of ambiguous regulations in regards to travel trailers and RVs and that type of thing. Mr. Holmes asked if there is also a specification about basements in houses in the 100 year flood plain, and if you can no longer build houses with basements in those areas. Ms. Winter said that it all goes back to what those elevations are. The underlying zoning is still permitted uses, for example you could build a single family home in almost all of these areas, however depending where that is located would determine whether or not you are required to carry flood insurance.

Mr. Terry asked about why there are restrictions that say new or expanded vehicle recreation parks and campgrounds are prohibited in any floodplain district. Lakes in in a flood plain district would not be allowed to expand or add new campgrounds on these types of areas under this ordinance. Mr. Terry said that he didn't see what the problem would be if someone wanted to create campground on a lake and prefers to have less restrictions if they are not needed. If this were to come up than we would want to allow that option. Mr. Terry suggested that we remove the first sentence in 9.2 because it ends with "are prohibited in any floodplain district."

No members of the public spoke at the Public Hearing. The Public Hearing was closed at 7:45 pm.

**Mr Holmes made a motion to recommend adopting the new floodplain ordinance to the City Council. Ms. Allenspach seconded the motion. All members were in favor; motion carried. This item will go to the City Council in December for approval.**

**6.0 City Council Report**

Council Member Koller reported the Council had a hearing for delinquent accounts for water and sewer and there are at least 6 of the delinquent accounts and that none of them showed up to the hearing, so they will be sent to the County to be put on property taxes.

Council also had an appeal for a miniature horse on smaller acreage than what the City currently allows. The girl who wants the horse is going to look into what other cities allow.

Changes were also made to the Rental Ordinance in regards to septic systems. We no longer require a septic compliance inspection.

**7.0 Other Business**

Ms. Winter reported that the Town Hall Meeting is Thursday night and that the State Representative and Senator will be in attendance. Sunrise Water Management will be there as well.

**8.0 Adjournment**

**Mr. Terry moved to adjourn the meeting at 8:01 p.m. Mr. \_\_\_\_\_ seconded the motion; all members were in favor, motion carried.**

Submitted by: Amy Norling



# City of East Bethel Planning Commission Agenda Information

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**Date:** January 26, 2016

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**Agenda Item Number:** 4.0

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**Agenda Item:**

Commission Member Reappointment and Oath of Office

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**Requested Action:**

Request members to take Oath of Office

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**Background Information:**

City Council has received letters of interest from commission members wishing to continue work for the Planning Commission. On January 6, 2016, City Council appointed the following to the Planning Commission:

1. Lorraine Bonin (reappointed), term expires January 31, 2019
2. Lou Cornicelli (reappointed), term expires January 31, 2019
3. Randy Plaisance (reappointed), term expires January 31, 2019

Each commissioner will be taking an oath of office this evening.

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**Attachment:**

1. Oath of Office

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**Fiscal Impact:**

Not Applicable

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**Recommendation(s):**

Informational Only

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**Planning Commission Action**

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

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

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

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

No Action Required: \_\_\_\_\_



## Oath of Office

City of East Bethel  
East Bethel, Minnesota

Please raise your right hand and read aloud:

I, \_\_\_\_\_ do solemnly swear or affirm that I will support the Constitution of the United States of America and the State of Minnesota, and faithfully discharge the duties as a member of the City of East Bethel Planning Commission in the County of Anoka and the State of Minnesota to the best of my ability. So help me God.



# City of East Bethel Planning Commission Agenda Information

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**Date:** January 26, 2016

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**Agenda Item Number:** 5.0

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**Agenda Item:**

Planning Commission Chairperson and Vice Chairperson

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**Requested Action:**

Elect Planning Commission Chairperson and Vice Chairperson

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**Background Information:**

The Planning Commission is to elect a chairperson and vice chairperson from among the appointed members for the term of one (1) year.

East Bethel City Code states that chairperson and vice chairperson shall serve for one year; however, no chairperson shall be elected who has not completed at least one year as a member of the commission. Commission members eligible for chairperson include Allenspach, Balfany, Bonin, Cornicelli, Holmes, Plaisance, Mundle, and Terry.

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**Attachments:**

None

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**Fiscal Impact:**

Not Applicable

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**Recommendation:**

City Staff is requesting the Planning Commission, in separate motions elect a Chairperson and Vice Chairperson for the term of one (1) year, starting on January 26, 2016 and expiring on January 24, 2017. It should be noted that Mr. Plaisance is the current Vice-Chair, and should succeed the existing Chairperson, Mr. Terry.

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**Planning Commission Action:**

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

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

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

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

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

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

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

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

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

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



# City of East Bethel Planning Commission Agenda Information

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**Date:** January 26, 2016

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**Agenda Item Number:** 6.0

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**Agenda Item:**

Appeal of Farm Animal Ordinance – Brooklyn Williams, 19715 Tri Oak Circle NE, East Bethel MN

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**Requested Action:**

Forward recommendation to City Council

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**Applicable Code Sections:**

Chapter 10, Article V, East Bethel Code of Ordinances

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**Background Information:**

At their regular meeting on November 4, 2015, the City Council heard an Administrative appeal from a Ms. Jerolyn Williams. Ms. Williams was appealing a City Staff decision to not allow a miniature horse on her property at 19715 Tri Oak Circle. This decision was based on requirements of City Code, Chapter 10, Article IV, Section 10-116, no animal regulated by this article can be kept on a parcel of land located within a platted subdivision or on any parcel of land of less than three acres provided, however that if all the lots within a platted subdivision are larger than four acres, then interim use permits for horses may be issued for those lots. The four acre exception does not apply in this situation.

19715 Tri Oak Circle is a platted lot of 2 acres in size and is located in the Viking Knoll Subdivision. The other platted lot in this subdivision is 2.28 acres.

There are no distinctions between horse breeds or size included in the City Code. Section 10-115 of City Code provides definition for animals, parcels and platted subdivisions:

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Equine* means horses, zebras, mules, burros and donkeys.

*Other large animals* means llamas, goats, sheep and bovines.

*Parcel of land* means a whole parcel of land as charged in the county auditor's tax list.

*Platted subdivision* means an area of land separated into two or more parcels, tracts or lots by a drawing or map filed of record pursuant to Minn. Stats. ch. 505.

The suggestion that was made by the City Council that Ms. Williams research how other communities are handling miniature horses and work with City staff. Ms. Williams and her daughter did meet with City staff and was not able to come up with examples from other communities. City staff was able to find only two examples of miniature horses:

Rosemount – 7-4B-10: HORSE REGULATIONS: The keeping of horses is a permitted use in the agricultural and rural residential zoning districts, provided:1. The lot size is at least two and one-half (2.5) acres.2. The number of horses does not exceed one horse per one acre. B. Exceptions:1. Miniature Horses: The number of miniature horses allowed per acre is three (3).

INVER GROVE HEIGHTS - Horses are allowed in all "A" and "E" zoning districts and Miniature Horses not taller than 38 inches as measured to the top of the withers are allowed in all "A", "E" and "R-1" zoning districts provided (Ord. 754; 7/13/92): 1. The minimum lot size is one and three-quarters (1.75) acre. 2. Structures used to shelter horses must conform to the setback requirements of Section 515.70, Subd. 11, (B2). 3. Proper care and shelter shall be provided to all horses as required by Minnesota Statute 346.38.

The Planning Commission has discussed this issue one other time and the consensus at that time was that the lot size of three acres regardless of the size of the horse should remain in effect. It was a discussion item only and no formal recommendation was made to the City Council.

The options are to leave the Farm Animal ordinance as it is. Or to change the language in Section 10, Farm Animals to allow miniature horses on lot sizes of less than three acres.

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**Attachment:**

- 1. Letter from Ms. Brooklyn Williams

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**Fiscal Impact:**

Not Applicable

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**Recommendation(s):**

Planning Commission forward a recommendation to the City Council regarding this matter.

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**Planning Commission Action**

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

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

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

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

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

No Action Required: \_\_\_\_\_

**8-31-15**

To whom it may concern,

The past year I have been looking into getting a Miniature Horse, So I started fund-raising in the neighborhood and at our homeschool group (with the intentions I would have a Miniature Horse in the next few months!) for the project to save up money in order to get one or two Miniature Horses. We were told "you can have 1 horses for every acre you have" and so we thought "oh perfect we can get a Miniature Horse!" Then after all of my fund-raising (And reaching my goals) I was a bit heart broken to find out I would not be able to get one, after we had been told we could. (I was on the phone on the other line listening, while my Mom was talking, I heard every word spoken, and there is no doubt on what the lady had told us, we both heard it was 1 horse per acre, not one horse per acre IF you have 3 acres) We called to see how far the fence needed to be, (being we were that far along in the process) and that is when we were told we would not be able to have any Miniature Horses unless we made an appeal to the Mayor or /and the City. We have talked with our neighbors about this, and everyone is totally fine with it, both neighbors next to and behind us have said multiple times "whatever you would like, is fine with us" . One of my friends who lives in White Bear Lake, Minnesota, is appealing to have a Miniature Horse in the city! Everyone we have talked to about this, have said "you really should appeal because that is really ridiculous that you can not have a Miniature Horse in the country and you have a super large yard perfect for Miniature Horses! I know people who live in the cities who own Miniature Horses!" We have two (very open) acres, and Miniature Horses only need a fourth acre per horse! That is a fraction of what we own. You may not believe this! But, in reality it cost just as much to keep a Dog, as it cost to keep a Miniature Horse (see pictures below). The last Mayor of East Bethel, told my Mom, If he could have



**signed it off for us to be able to get a Miniature Horse, with our phone appeal, he would have, but being he would no longer would be the Mayor, in the next two months, he could not do anything for us, but encouraged us to keep trying, and he even said, he would just say "get whatever you want! You live in the country it is your land" . Below I have listed some questions a lot of people have about them. Thank you for your time, I look forward to hearing back from you!**

**Sincerely,  
Brooklyn Williams**

**19715 Tri Oak Circle Northeast  
East Bethel, Minnesota, 55092.**

**763-566-2585 (Please ask for Jerolyn, my Mom.)**

**[jerolynmarie@msn.com](mailto:jerolynmarie@msn.com)**

### Questions You may have.

**Q: The most common question we are asked is, what do you do with them?**

**A: Of course the obvious answer is "we love them", "hug them", "squeeze them". They are great therapy for you and for your soul. They enjoy nose rubs, ear rubs and all the attention you can give them. But, you can do many things with a miniature horse. Besides making wonderful pets and companions, Minis are easily trained to pull a cart and some people enjoy participating in the show ring at fairs and horse shows. Sometimes you can even enjoy "Showing Off" and having fun as there is always a demand from groups to have the little equines come to visit, i.e. old folks homes, schools, day-cares etc.**

**Q: Can you ride them?**

**A: Smaller children can ride some of the larger minis.**

**Q: What do Miniature Horses eat?**

**A: Minis eat the same kind of feed that large horses do, the difference being the amount! Minis eat about 1/10<sup>th</sup> that of a large horse. An average feeding would include grain with hay or pasture. Of course much less effort is required with the clean-up detail as well. Not to mention great lawn mowers!**

**Q: What kind of fencing material should you use?**

**A: Some use wire combined with an electric wire while others use rails. field fencing is a good option, or plain rope and/or wire on wood post, the fence only needs to about 2-3 feet tall.**

**Q: How much do they weight & how tall does a mature mini get?**

**A: A full-grown Miniature Horse weighs 150-250 lbs. Newborn foals weigh approximately 15-25 lbs. A Miniature horse gets to be usually less then 32-38 inches**

**Q: Do you need to put horseshoes on them?**

**A: No**

**Q: In what colours do they come?**

**A: Miniature horses come in all known horse colours and coat patterns.**

**Q: They're so small, are they strong?**

**A: An average full-grown horse can easily pull two adults in a cart for the distance of ten miles.**

**Q: How Much Does a Miniature Cost?**

**A: Miniature horses are a great investment.**

**Prices can vary greatly and are influenced by gender, conformation, size, attitude, temperament, bloodlines, show history (including that of siblings, sire and dam) and color. A pet or companion quality miniature horse is usually less expensive than the show quality miniature horse.**

**Q. How Much Land/Pasture Does a Miniature Horse Need?**

**A. It does not have to be big. A yard big enough for a German Shepard or a Golden Retriever is plenty large for a miniature horse to eat, run and play in. Just remember One miniature horse only needs a 1/4<sup>th</sup> acre!**



**-Above is a few pictures showing how "big" they are/get-**

**Thanks again for your time!**



# City of East Bethel City Council Agenda Information

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**Date:**

January 26, 2016

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**Agenda Item Number:**

7.0

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**Agenda Item:**

Home Occupation - Interim Use Permit

Property Owner: William Thompson (dba/Wandering Cellars)

Address: 18341 Lakeview Pt Dr NE, East Bethel MN 55092

PIN: 35-33-23-32-0010

Zoning: R1, Single Family/Shoreland Management

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**Applicable Code Sections:**

Appendix A – Zoning, Section 10-19, Section 43 and Section 57

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**Requested Action:**

Consider approving an Interim use permit to William Thompson to operate a home occupation business out of a residential dwelling.

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**Background Information:**

Mr. William Thompson is interested in producing wine out of his residential home (the home is not built at this time) and operating a small winery. This is not a farm winery, there will be no grapes grown on the premises for wine making, rather the grapes will be brought in by truck once a year, where they will be offloaded into barrels. A forklift will be required the one time a year that they do the offloading. The barrels will then be brought into their garage where they will set up their winemaking. There will be no public tasting room, and private tastings will be by appointment only. It is anticipated that they will only be selling 75 cases of wine per year. They are working with a distributor and will be sending cases out once a week via UPS or delivering the product directly to the vendor. Enclosed in the packet is Mr. Thompson’s Business Plan that provides greater details regarding the business operation. Water use is minimal and City Staff has checked with the local DNR to see if there are any special requirements that they have for this type of business. The DNR does not have any additional requirements. Items to consider are:

1. Noise – how much noise will be generated by this business?
2. Hours of operation – What will the hours of operation be?
3. Traffic – how much traffic will this business generate?
4. Waste – Type of waste generated, and how is that waste handled?

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**Attachments:**

Attachment #1 – Business Plan

Attachment #2 – Aerial photo (there is a home on this parcel that will be demolished, and a new home will be built.)

Attachment #3 – Location map

Attachment #4 – IUP draft document

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**Fiscal Impact:**

Unknown

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**Recommendation(s):**

Recommend approval of the IUP subject to the following conditions:

Business Name: William Thompson (dba/Wandering Cellars)

Address: 18341 Lakeview Pt Dr NE, East Bethel MN 55092

PIN: 35-33-23-32-0010

Zoning: R1, Single Family/Shoreland Management

**East Bethel’s Home Occupation Ordinance**

1. No more than three persons, at least one of whom shall reside within the principal dwelling, shall work at the home occupation site.
2. No traffic shall be generated by any home occupation in a significantly greater volume than would normally be expected from a single-family residence.
3. Any sign associated with the home occupation shall be in compliance with the East Bethel Sign Ordinance.
4. The home occupation shall not generate hazardous waste unless a plan for off-site disposal of the waste is approved. Documentation from MPCA or Anoka County Environmental Services regarding hazardous waste generation is required.
5. A home occupation at a dwelling with an on-site sewage treatment system shall only generate normal domestic household waste unless a plan for off-site disposal of the waste is approved.
6. The home occupation shall not constitute, create, or increase a nuisance to the criteria and standards established in this ordinance.
7. There shall be no outdoor display or storage of goods, equipment, or materials for the home occupation.
8. Parking needs generated by the home occupation shall be provided on-site.
9. The area set aside for the home occupation in the principal structure shall not exceed 50 percent of the gross living area of the principal structure.
10. No structural alterations or enlargements shall be made for the sole purpose of conducting the home occupation.
11. There shall be no detriments to the residential character of the neighborhood due to the emission of noise, odor, smoke, dust, gas, heat, glare, vibration, electrical interference, traffic congestion, or any other nuisance resulting from the home occupation.
12. The area set aside for the home occupation in the attached or detached accessory structures or garages shall not exceed total accessory structure space.
13. Applicant is required to follow all local building and fire codes.

**Other Considerations:**

- 1. IUP issued for a period of no more than three years. Applicant will have opportunity to renew after the three year period.**
- 2. Applicant is subject to all federal, state and local regulations regarding liquor production and sales, and is required to provide proof of licenses prior to the issuance of IUP.**
- 3. IUP will begin at the time that a Certificate of Occupancy is issued for the home.**

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**Planning Commission Action**

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

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

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

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

No Action Required: \_\_\_\_\_



## Parcel Information

1 in = 94 ft

PIN: 353323320010

Acres: 0.87

Owner Name: THOMPSON CHRISTINE

Address1: 5356 169TH LN NW

Address 2: EAST BETHEL, MN 55011

Site Address1: 18341 LAKEVIEW POINT DR NE

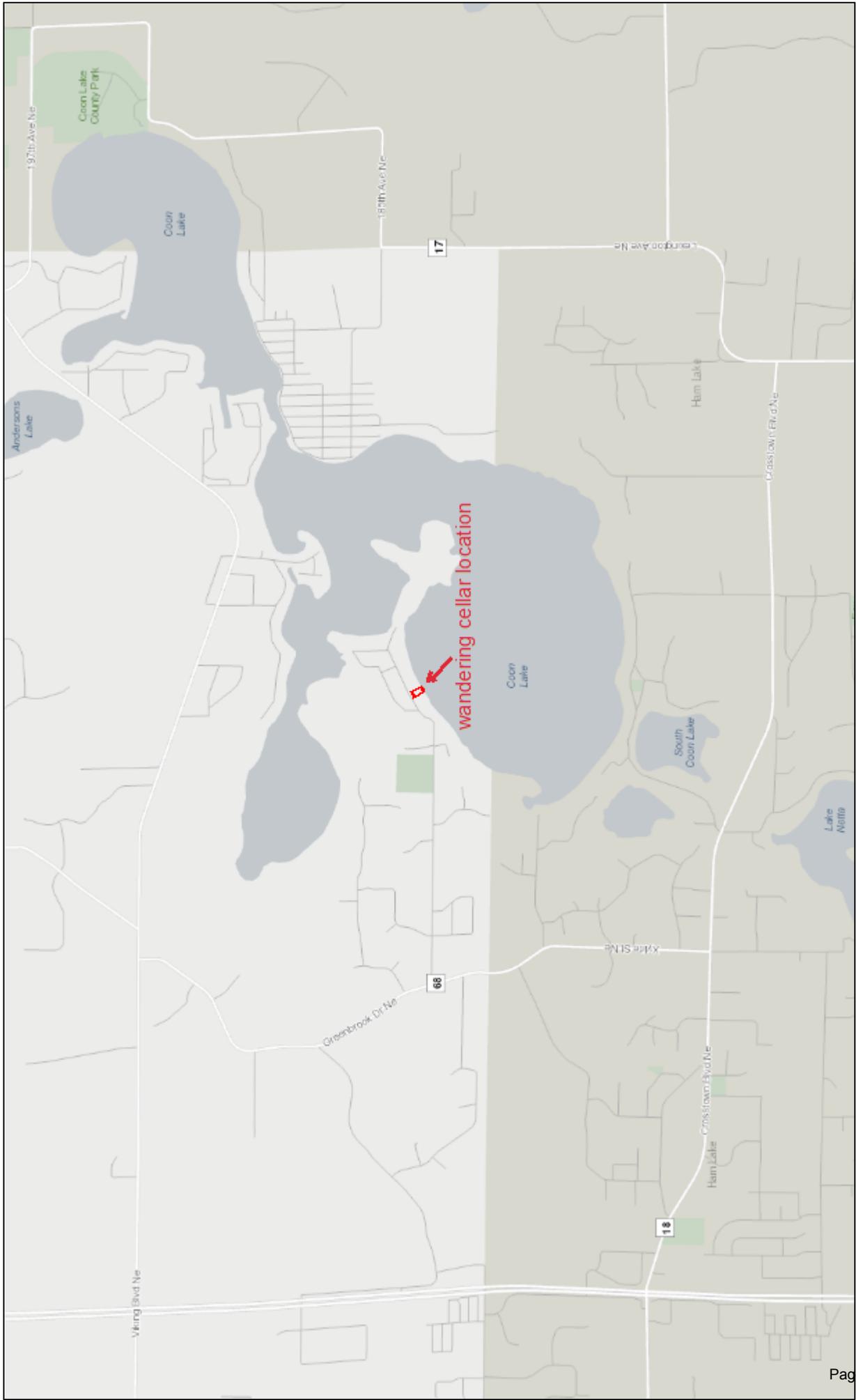
Site Address 2: EAT BETHEL, MN 55011-9523

Zoning: R-1

Shoreland: Null

Legal: LAKE VIEW POINT LOT 5, LOT 6 & LOT 7  
BLK 2 LAKE VIEW POINT





1 in = 3,009 ft



Please note this is a DRAFT document and serves as an example of the final IUP.  
Additional conditions can be imposed.

Number

CITY OF EAST BETHEL  
ANOKA COUNTY, MINNESOTA  
INTERIM USE PERMIT (IUP) AGREEMENT

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Dated: January 26, 2016

Property Owner: William Thompson  
18341 Lakeview Point Dr NE  
Wyoming, MN 55092

Applicant: William Thompson

Parcel Location: LAKE VIEW POINT LOT 5, LOT 6 & LOT 7 BLK 2  
LAKE VIEW POINT

Parcel Number: 35-33-23-32-0010

Present Zoning District: Single Family Residential

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IUP REQUEST: approval of a home occupation to operate a business called Steve's Tree Service at 18341 Lakeview Point Dr NE Wyoming, MN 55092.

PLANNING COMMISSION ACTION

A public hearing was held on January 26, 2016 at which all interested parties had the opportunity to be heard. Planning Commission recommended approval of the IUP request.

CITY COUNCIL ACTION

The City Council considered the matter at its meeting on \_\_\_\_\_ and approved the IUP request with conditions.

DECISION

The City Council hereby grants the IUP for a home-based business called Steve's Tree Service located at 18341 Lakeview Point Dr NE, Wyoming, MN 55092, LAKE VIEW POINT LOT 5, LOT 6 & LOT 7 BLK 2 LAKE VIEW POINT, PIN 35-33-23-32-0010 subject to the following conditions:

### CONDITIONS AND REQUIREMENTS

1. Home Occupation shall meet the specific home occupation standards set forth in the City Code Appendix A Section 10-18:
  - a. No more than three (3) persons, at least one (1) of whom shall reside within the principal dwelling, shall be employed by the Home Occupation.
  - b. No traffic shall be generated by any home occupation in a significantly greater volume than would normally be expected from a single-family residence.
  - c. Any sign associated with the home occupation shall be in compliance with the East Bethel City Code, Chapter 54. Signs. Home occupation signage must be no larger than two (2) square feet (City Code Chapter 54-4.3).
  - d. The home occupation shall not generate hazardous waste unless a plan for off-site disposal of the waste is approved.
  - e. A home occupation at a dwelling with an on-site sewage treatment system shall only generate normal domestic household waste unless a plan for off-site disposal of the waste is approved.
  - f. The home occupation shall not constitute, create, or increase a nuisance to the criteria and standards established in this ordinance.
  - g. There shall be no outdoor display or storage of goods, equipment, or materials for the home occupation.
  - h. Parking needs generated by the home occupation shall be provided on-site.
  - i. The area set aside for the home occupation in the principal structure shall not exceed 50 percent of the gross living area of the principal structure and the area set aside for the home occupation in the attached or detached accessory structures or garages shall not exceed total accessory structure space.
  - j. No structural alterations or enlargements shall be made for the sole purpose of conducting the home occupation.
  - k. There shall be no detriments to the residential character of the neighborhood due to the emission of noise, odor, smoke, dust, gas, heat, glare, vibration, electrical interference, traffic congestion, or any other nuisance resulting from the home occupation.
2. Home will not be used as a point of retail on site sales.
3. Violation of conditions and City Codes shall result in the revocation of the IUP.
4. The IUP shall be for a term of three (3) years, expiring \_\_\_\_\_, at which time, the applicant will be required to re-apply for an IUP.
5. All conditions must be met no later than \_\_\_\_\_. An IUP Agreement shall be signed and executed no later than \_\_\_\_\_. Failure to execute the IUP Agreement will result in the null and void of the IUP.





# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

January 26, 2016

\*\*\*\*\*

**Agenda Item Number:**

8.0

\*\*\*\*\*

**Agenda Item:**

Concept Plan/Sketch Plan – Sauter’s Commercial Park 2<sup>nd</sup> Addition

Property Owner: T&G Land Inc./Tom Sauter

Address: 1052 189<sup>th</sup> St NE East Bethel MN 55011

PIN: 32-33-23-22-0002

Zoning: Light Industrial

\*\*\*\*\*

**Applicable City of East Bethel Code Sections:**

Chapter 66 Subdivisions; Appendix A, Zoning – Section 48, Light Industrial

\*\*\*\*\*

**Requested Action:**

Determine if Concept Plan meets the requirements as set forth in the City of East Bethel Comprehensive Plan

\*\*\*\*\*

**Background Information:**

Mr. Tom Sauter is requesting to move forward with platting his property into 9 lots in a Light Industrial area. The Concept Plan is the first step of that process and Mr. Sauter has completed the wetland delineation and has agreed to dedicate the necessary right of way to the City of East Bethel for the extension of the Service Road as indicated on the attached Sketch Plan. It should be noted that the City of East Bethel is intending to begin construction on the Service Road in 2016. Mr. Sauter will be platting the property in phases beginning on the south side. He currently has an interested buyer for Lot 9 and will plat as demanded by the market.

\*\*\*\*\*

**Attachments:**

Attachment #1 – Sketch Plan

Attachment #2 – Aerial photo

\*\*\*\*\*

**Fiscal Impact:**

Unknown

\*\*\*\*\*

**Recommendation(s):**

Recommend approval of the Concept Plan/Sketch Plan to City Council and call for public hearing for a Preliminary Plat.

\*\*\*\*\*

**Planning Commission Action**

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

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

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

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

No Action Required: \_\_\_\_\_

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
- DENOTES POWER POLE AND OVERHEAD WIRES
- DENOTES GUY WIRE
- DENOTES FENCE
- DENOTES WELL
- DENOTES GRAVEL SURFACE

## VICINITY MAP

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



ANOKA COUNTY, MINNESOTA  
(NO SCALE)

**E.G. RUD & SONS, INC.**  
Professional Land Surveyors  
6776 Lake Drive NE, Suite 110  
Lino Lakes, MN 55014  
Tel. (651) 361-8200 Fax (651) 361-8701

www.egrud.com

NO.	DATE	ADD. HISTORICAL WETLANDS	BAR	DESCRIPTION
1	9/14/15	REVISE LAYOUT PER CLIENT	BAR	
2	9/17/15	REVISE AREAS ABOVE WETLAND	BAR	
3	9/17/15	ADD HISTORICAL WETLANDS	BAR	
			BT	

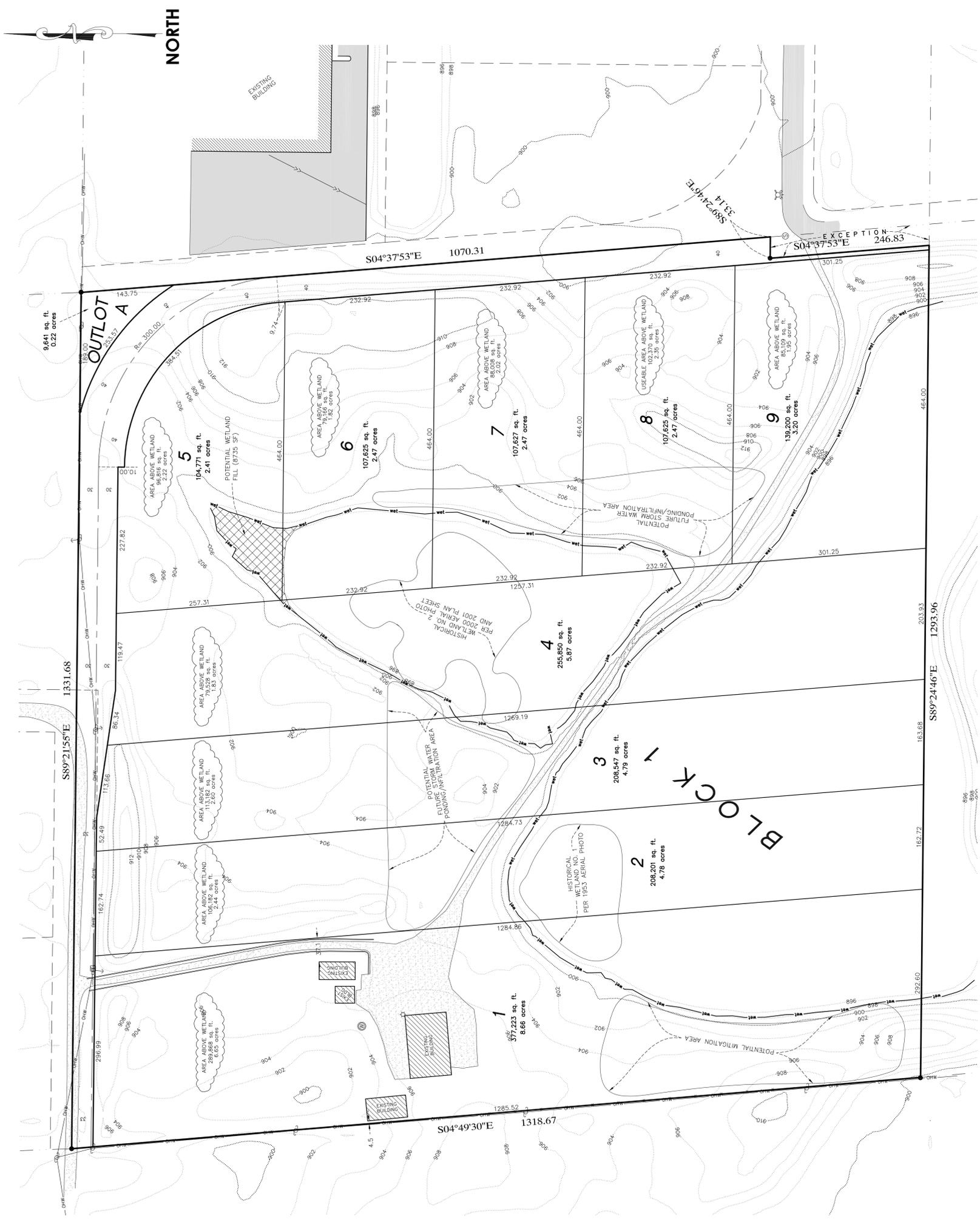
GRAPHIC SCALE



( IN FEET )  
1 inch = 80 ft.

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  
Date: 9/17/2015 License No. 41578





## Parcel Information

1 in = 376 ft

PIN: 323323220002

Acres: 39.31

Owner Name: T & G LAND INC

Address1: 6651 141ST AVENUE NW

Address 2: EAST BETHEL, MN 55011

Site Address1: 1052 189TH AVE NE

Site Address 2: EAT BETHEL, MN 55011-9523

Zoning: R-2

Shoreland: null

Legal: THE NW1/4 OF THE NW1/4 OF SEC 32 T33

R23; EX PRT PLATTED AS SAUTERS

COMMERCIAL PARK; ALSO EX RD; SUBJ TO

EASE OF REC

© WSB & Associates  
Page 63 of 71 January 20, 2016





# City of East Bethel City Council Agenda Information

\*\*\*\*\*

**Date:**

January 26, 2016

\*\*\*\*\*

**Agenda Item Number:**

10.0

\*\*\*\*\*

**Agenda Item:**

Several misc items

\*\*\*\*\*

**Applicable City of East Bethel Code Sections:**

Not applicable

\*\*\*\*\*

**Requested Action:**

Information only

\*\*\*\*\*

**Background Information:**

Please find attached several newsworthy items from 2015.

\*\*\*\*\*

**Attachments:**

1. Types of permits we issue
2. Building permit summary 2015
3. 2015 Piwik Analysis
4. 2015 Year in review

\*\*\*\*\*

**Fiscal Impact:**

Unknown

\*\*\*\*\*

**Recommendation(s):**

None

\*\*\*\*\*

**Planning Commission Action**

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

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

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

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

No Action Required: \_\_\_\_\_

## The type of Permits we issue

Permit Type	Property Type	Construction Type	Fee	Plan review
BUILDING	Any	Accessory Building	Valuation	X
	Any	Addition	Valuation	X
	Residential	Basement Finish	Valuation	X
	Any	Cell Tower	Valuation (no plan check fee)	X
	Residential	Deck	\$152	X
	Any	Deck – 3 season or porch	Valuation	X
	Residential	Demolition – Partial	\$52	
	Commercial/Public	Demolition – Partial	Valuation	
	Residential	Demolition – Building Removed	\$52	
	Commercial/Public	Demolition – Building Removed	Valuation	
	Residential	Driveway	\$52	X
	Commercial/Public	Driveway	Valuation	X
	Residential	Fence	\$52	X
	Commercial/Public	Fence	Valuation	X
	Any	Fuel Tank	Valuation	
	Residential	Fuel Tank Removal	\$52	
	Commercial/Public	Fuel Tank Removal	Valuation	
	Any	Garage – Attached	Valuation	X
	Any	Garage – Detached	Valuation	X
	Any	Manufactured Home	\$102	X
	Any	Miscellaneous	Valuation or override amount and enter cost	
	Any	New Construction	Valuation	X
	Any	New Construction (similar plan review discount)	Valuation, add fee “plan review, discount” enter in 25% of plan review fee, then delete full plan review fee	X
	Residential	New Construction – Whispering Aspen	Valuation + SWAC	X
	Residential	New Construction – Whispering Aspen (similar plan review discount)	Valuation, add fee “plan review, discount” enter in 25% of plan review fee, then delete full plan review fee	X
	Residential	Pool – Above Ground	\$52	
	Residential	Pool – Below Ground	\$102	X
	Commercial/Public	Pool – Below Ground	Valuation	X
	Any	Remodel/Alteration/Repair	Valuation	X
	Residential	Roofing	\$102	
	Commercial/Public	Roofing	Valuation	
	Residential	Siding	\$82	
	Commercial/Public	Siding	Valuation	
Any	Sign - Permanent	Valuation	X	
Any	Sign - Temporary	\$42		
Residential	Window/Door – no opening change	\$52		
Any	Window/Door – Resize/Commercial	Valuation	X	
Residential	Waterproofing	\$52		

Permit Type	Property Type	Construction Type	Fee	Plan review
MECHANICAL	Residential	HVAC	\$81	
	Any	HVAC – New Construction/Commercial	Valuation	
	Residential	Water Heater	\$51	
	Residential	HVAC – Gas Line Installation	\$16	
	Residential	HVAC – Minor	\$16 or 5%, whichever is greater	
	Residential	Fireplace	\$76/home	
	Commercial/Public	Fireplace	\$75/fireplace + \$1 surcharge	

Permit Type	Property Type	Construction Type	Fee	Plan review
PLUMBING	Residential	Plumbing Work	\$31 + \$10/fixture	
	Commercial/Public	Plumbing Work	Valuation	
	Any	Water Meter	\$41 + water meter cost + service charge + coupling cost	

Permit Type	Property Type	Construction Type	Fee	Plan review
ELECTRICAL	Any	Electrical Work	Enter amount + \$1	

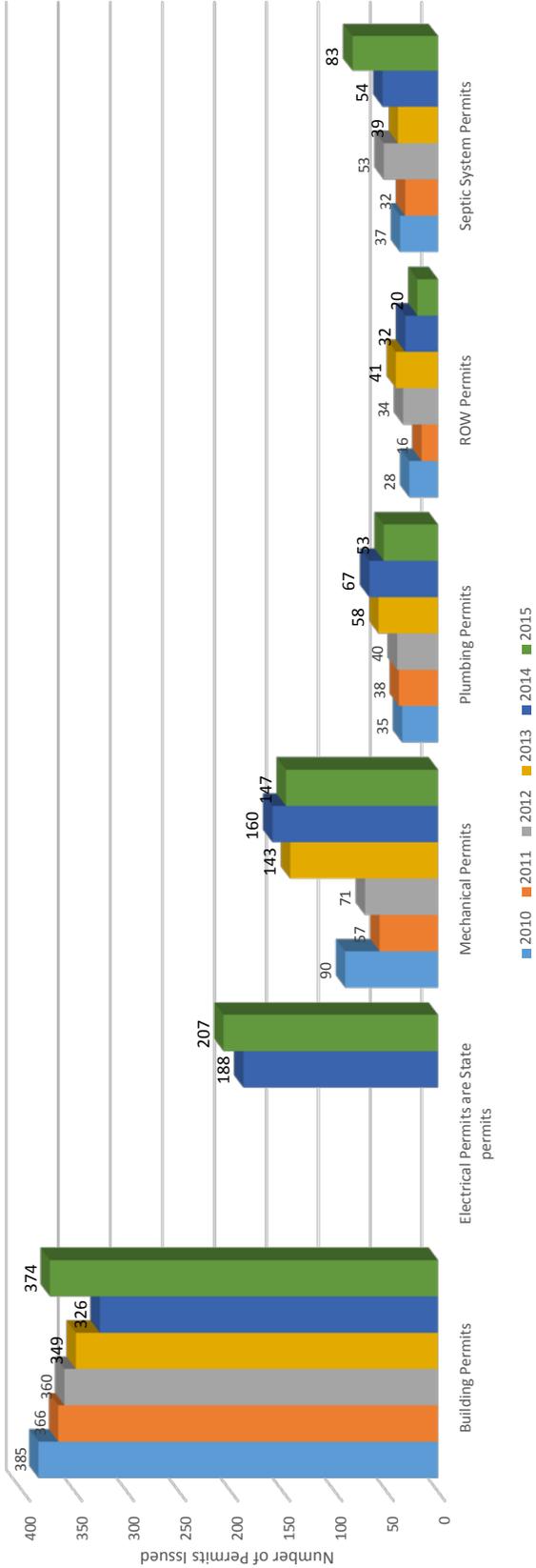
Permit Type	Property Type	Construction Type	Fee	Plan review
SEPTIC SYSTEM	Any	Septic – Alternative (Type IV)/Commercial	\$201 + Fees, \$301 min	X
	Residential	Septic – Repair	\$101	X
	Residential	Septic – Replacement	\$301	X
	Residential	Septic – New Construction	\$301	X
	Residential	Septic – Tank/Holding Tank	\$101	X

Permit Type	Property Type	Construction Type	Fee	Plan review
FIRE SAFETY	Commercial/Public	Fire Alarm System	Valuation	X
	Commercial/Public	Fire Sprinkler System	Valuation	X

Permit Type	Property Type	Construction Type	Fee	Plan review
RIGHT OF WAY	Any	ROW	\$300	X

Permit Type	Property Type	Construction Type	Fee	Plan review
SWAC	Commercial	Highway 65 SWAC DISTRICT	\$80 + \$80 + City's SAC + MetCouncil's SAC + WAC	

### Yearly Comparison of Permits Issued

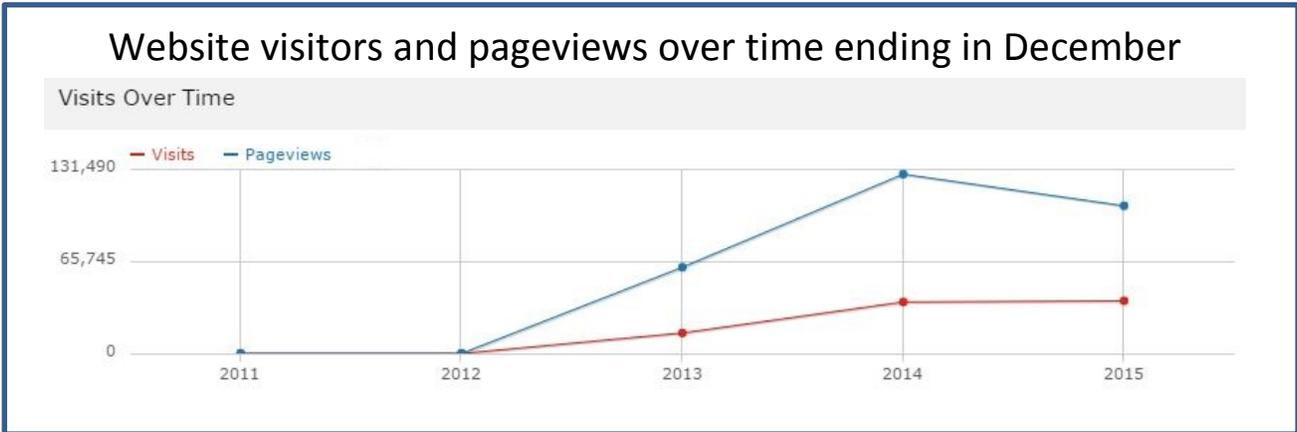


# Year of 2015 Piwik Analysis

Most frequently viewed webpages this year		
Label	Total Pageviews	Bounce Rate
East Bethel, MN - Official Website	42965	40%
East Bethel, MN	27106	49%
Building Inspections & Permits	3050	24%
City Council	3293	36%
City Code	2012	39%
City Maps	2386	50%
Residents	1414	40%
East Bethel Booster Day	1340	71%
Agendas & Minutes	1140	3%
Fire	896	47%
Parks & Recreation	804	49%
Administration	696	53%
Building Permit Applications	611	48%
Planning Commission	812	17%
Public Works	553	53%
Government	533	3%
Police	491	49%
Community Development	454	45%
Planning Division	522	7%
Departments	470	22%
Public Utilities	495	33%
GIS	380	84%
Finance	403	71%
Newsletters	423	30%
Garbage & Recycling	418	17%

Searches within our Site this year	
Searched	# of searches
search	55
zoning map	26
hunting	22
burning permit	16
chickens	16
septic	16
burning	14
gis	14
tierney	14
maps	11
mayor	11
parcels	11
pet clinic	11
burning permits	10
chicken	10
employment	10
fence	10
jobs	10
wendy warren	10
zoning	10
accessory building	9
colleen winter	9
ice arena	9
ordinances	9
andy nelson	8

31% of users viewed our site via mobile devices this year.



Most Downloaded Documents from our Website	
Document	# of times downloaded this year
East Bethel Resident Guide	2,434
Official Zoning Map of the City of East Bethel	801
Oak Leaf Cemetery	538
Detached Accessory Structure Pamphlet	476
Oak Leaf Cemetery	395
AED Registration	369
Parcel Map of the City of East Bethel	366



## City of East Bethel 2015 Accomplishments

In addition to the day to day activities of providing basic City services and maintaining City facilities, the City Council along with the various Commissions and City Staff have been able to achieve the following:

- Renegotiated the 2010 MET Council Reserve Capacity Loan which could potentially save the City \$20M and will keep SAC fee increases to those of the urban Cities in the system
- Refinanced the 2010 A RZED Bond to save the City \$1.2M in interest costs over the term of the bond
- Adopted the 2016 Budget which had the third lowest levy increase (1.5%) of any City in Anoka County
- Reduced Park Dedication Fees to comparable rates of surrounding Cities
- Negotiated a reduction in density regulations with the MET Council to a return to the 2.5 acre standard
- Committed to a Service Road Plan in the Utility District that will provide frontage and backage roads in this area and approved funding of Phase I of the project with the use of Municipal State Aid Funds
- Worked with Anoka County to advance and complete the 221<sup>st</sup> Avenue Overlay Project by two years
- Substantially completed the reconstruction of 185<sup>th</sup>, Laurel and Lincoln Ave. between Lexington Ave. and Hawthorne Road
- Participated with the Anoka County Highway Department for the reflective striping and street light installation project on Viking Boulevard
- Initiated the de-commission of the City's Castle Towers Sewer Treatment Plant which upon completion will provide the City with up to 8 acres for redevelopment purposes
- Updated the City's GIS program and made this service available on the City website
- Completed a Community Development Block Grant Project at Coon Lake Beach which addressed repair and replacement of non-compliant septic systems
- Passed a Rental Ordinance that will provide health and safety standards for rental properties
- Provided improvements to the City Ice Arena that included new dasher boards, interior painting, new sound system, interior message board and outdoor rink renovations
- Received a State Water System Fluoridation Award and Heart Safe and Tree City designations
- Continued economic development efforts that have resulted in the relocation of 140 jobs to the City over the past three years and focused concentration on retaining and attracting businesses to the City
- Implemented a Business Retention and Expansion Program that will assist existing businesses to expand and remain in the City