

EAST BETHEL PLANNING COMMISSION MEETING

May 24, 2011

The East Bethel Planning Commission met on May 24, 2011 at 7:00 P.M for their regular meeting at City Hall.

MEMBERS PRESENT: Eldon Holmes Lorraine Bonin Brian Mundle, Jr.
Dale Voltin Glenn Terry Julie Moline

MEMBERS ABSENT: Tim Landborg

ALSO PRESENT: Stephanie Hanson, City Planner

Adopt Agenda Chairperson Terry called the May 24, 2011 meeting to order at 7:00 P.M.

Terry motioned to adopt the May 24, 2011 agenda. Holmes seconded; all in favor, motion carries.

Terry motioned to include the revision in tonight's agenda. Holmes seconded; all in favor, motion carries.

**Public Hearing:
Interim Use Permit.
A request by
applicant, Michelle
Hess, to obtain an
Interim Use Permit
for a Home
Occupation, that
being a hair salon.
The location being
2740 Viking Blvd.
NE, East Bethel, MN
55092, PIN 27 33 23
32 0002. The Zoning
Classification is
Rural Residential
(RR).**

Property Owner/Applicant
Michelle Hess
2740 Viking Blvd. NE
East Bethel, MN 55092
PIN 27-33-23-32-0002

The property owner/applicant is requesting an IUP for a hair salon business for the parcel located at 2740 Viking Blvd. NE. Ms. Hess currently has a salon in Ham Lake but would like to move the business to her home.

Ms. Hess plans to have the salon located in the basement of her home. Since she will be the only employee, she plans to install one (1) wash sink station. The wash station wastewater will have its' own holding tank, separate from the septic system serving the rest of the home. Ms. Hess will continue to work with the building department to obtain the proper permitting for the holding tank.

Since the property is located in the shoreland district, Ms. Hess is required to have a septic system compliance check. The system failed the compliance check. As part of the renovation process, Ms. Hess will be required to update the system prior to obtaining the required building permits needed to complete the renovation.

Home occupations are a permitted use in the RR - Rural Residential District as long as the applicant can meet the requirements of the City Code and complies with the conditions of the IUP. The proposed home occupation will meet requirements of the ordinance so long as the IUP conditions are met. In the event the conditions are not being met, the IUP would be revoked.

Staff requests Planning Commission recommend approval of an IUP for a hair salon for the property known as 2740 Viking Blvd. NE, East Bethel, PIN 27-33-23-32-0002 with the following conditions:

1. Signage must comply with East Bethel City Code, Chapter 54, which states, “for home occupations, one identification sign is permitted, and the sign shall not exceed two square feet.” Signs must be placed on the business property, as directional signs are not allowed.
2. No more than three persons, at least one of who shall reside within the principal dwelling, shall be employed by the home occupation.
3. Structure must be inspected by the Fire Inspector on a yearly basis.
4. Business street parking shall be prohibited and business parking must be on the driveway.
5. State licensing requirements must be current and a copy provided to the city and prior to opening.
6. The Interim Use Permit shall expire at the time the property changes hands and/or any of the prescribed stipulations have been violated.
7. Conditions must be met and an IUP Agreement executed no later than June 30, 2011. Failure to comply will result in the null and void of the IUP.

Hanson advised Miss Hess is here to answer any questions you may have.

Public hearing was opened at 7:02 p.m. No comments. Public hearing closed at 7:02 p.m.

Miss Hess advised the group the room would be on the main level, not in the basement, off a bathroom. She would be combining two rooms to make the area for her business. There would be a whole new septic system put in, which would hold hair, so she won't need a separate holding tank system. Mundle asked if she would be adding on. Miss Hess said she would not be adding on, but converting two rooms. In addition, she will be adding a new access door. Hanson advised with an IUP there could be changes made to the home, but not added onto. By code you have to have two exits from the business. Holmes said that would be checked by the Fire Marshall.

Holmes motioned to recommend approval to City Council of the IUP for a hair salon for the property known as 2740 Viking Blvd. NE, East Bethel, PIN 27-33-23-32-0002 with the following conditions:

1. **Signage must comply with East Bethel City Code, Chapter 54, which states, “for home occupations, one identification sign is permitted, and the sign shall not exceed two square feet.” Signs must be placed on the business property, as directional signs are not allowed.**
2. **No more than three persons, at least one of who shall reside within the principal dwelling, shall be employed by the home occupation.**
3. **Structure must be inspected by the Fire Inspector on a yearly basis.**
4. **Business street parking shall be prohibited and business parking must be on the driveway.**
5. **State licensing requirements must be current and a copy provided to the city and prior to opening.**
6. **The Interim Use Permit shall expire at the time the property changes hands and/or any of the prescribed stipulations have been violated.**

7. Conditions must be met and an IUP Agreement executed no later than June 30, 2011. Failure to comply will result in the null and void of the IUP.

Terry seconded; motion carries unanimously.

Terry advised this recommendation the City Council will hear on June 1, 2011. Hess asked if it is the same as this meeting. Terry explained the Planning Commission is an advisory board; the Council will give the official yes or no.

Change Next Planning Commission Meeting Date from June 28, 2011 to June 20, 2011.

On April 6, 2011, City Council tabled the CUP request by Great River Energy for the proposed transmission line project; at which time City Council tabled the request and extended the 60-day review period per Minnesota Statutes, Section 15.99 for an additional sixty (60) days, which ends on July 1, 2011. City Council also directed staff to move forward with hiring professional technical consultant to review the project and provide a recommendation to the Great River Energy work group and Planning Commission.

Once the consultant, Mr. Larry Schedin, completes his review, the City Attorney recommends Planning Commission hold a supplemental public hearing in which Mr. Schedin can present his findings and make a recommendation to the Planning Commission. Planning Commission will then make a recommendation to the City Council.

As part of Mr. Schedin's contract, he must complete his review and provide his findings to staff by June 15, 2011. A public hearing will be scheduled for June 20, 2011 and a special meeting for City Council is proposed to be scheduled on June 22, 2011.

Staff recommends Planning Commission approve the change of the regularly scheduled meeting on June 28, 2011 to June 20, 2011.

Terry asked why the meeting is being scheduled for the 20th and not the 21st. Hanson explained it gives staff one day to get information from the Planning Commission, including minutes, prepared and sent out to the City Council. It was asked if this would be the only thing on the Planning Commission agenda. Hanson advised this would replace the regularly scheduled Planning Commission meeting. There may be one other item on the agenda, a kennel license, but nothing else at this time.

Bonin motioned to change the regularly scheduled June Planning Commission meeting date from June 28, 2011 to June 20, 2011. Holmes seconded; all in favor, motion carries.

Approve May 24, 2011 Planning Commission Meeting Minutes

Holmes stated on the very last page, second paragraph, there is a typo. Holmes is spelled wrong – spelled Homes, versus Holmes.

Voltin motioned to approve the May 24, 2011 Planning Commission minutes as presented with above change. Holmes seconded; all in favor, motion carries.

Adjourn

Holmes made a motion to adjourn the meeting at 7:10 PM. Moline seconded; all in favor, motion carries.

Submitted by:

Jill Teetzel
Recording Secretary