



Commission Members Present: Granlund, Wolfgram, Obaid, Christopherson, Erickson, Davis, Helgeson, Brandvold, Johnson

Staff Members Present: Allen, Baumgartner, Ness, Tietz

1. Call to Order – Chairperson Granlund called the Plan Commission meeting to order at 7:00 p.m.
2. Roll Call – Chairperson Granlund called roll for the meeting. Commissioners Granlund, Wolfgram, Obaid, Christopherson, Davis, Helgeson, Erickson, and Brandvold were present.
3. Open public comment period for items not on the agenda noted as public hearings.
 - a. No one came forward

Consent Agenda

4. A. Approval of the March 20, 2023 Plan Commission minutes, and
B. Forest Street Garden Easement. Commissioner Helgeson moved to approve the consent agenda, second by Commissioner Wolfgram and the motion was carried unanimously.

Regular Agenda

5. Public Hearing – For Recommendation to City Council – Rezoning on London Road (Z-1722-23)

Mr. Allen presented a request for recommendation of approval on a rezoning from C-2P to R-3P and to adopt the general development plan (GDP) for multi-family apartments located at 4600 London Road. In his presentation he covered various aspects of the proposed GDP, noting that many of the existing trees on the north side of the property will be kept to provide a buffer abutting commercial properties to the north. Allen also mentioned that a final site plan approval will be needed in the future. This agenda item will be on the Council agenda on the April 10th meeting.

Matt Appel with AEC came forward to represent the project and answered a few clarifying questions for the commissioners, primarily regarding open space and a courtyard area.

No one from the public came forward to speak on the item.

Motion by Commissioner Helgeson to recommend the rezoning and GDP with staff conditions, seconded by Commissioner Wolfgram and the motion carried unanimously.

6. Public Hearing – For Consideration by the Plan Commission – Conditional Use Permit (CZ-2302)

Mr. Baumgartner presented a request for an approval of a CUP for a Massage Therapy Home Occupation located at 2622 Marilyn Drive. In his presentation he covered the various aspects of the proposed home occupation, staff's conditions and how they came up with them, the public comments that staff had received, and the conditions that one of the neighbors proposed.

Allison Fine, applicant, came forward to answer any questions the commissioners had and gave a brief explanation of her business plans and background, noting that this will be the primary site for the business, and that activities beyond what was in the narrative will be off-site. Ms. Fine further clarified that the business will primarily serve as a hobby to maintain her license and skills, that the bulk of her clients will be friends and family, and that they have a large driveway that should keep her clients' vehicles out of the street.

Jamie Bowers, 2611 Kay Street, in addition to his email comment came forward to voice his concerns regarding the home occupation and how they have been addressed sufficiently. Bowers also gave the Plan Commission a brief background on the previous owner who was a former firefighter, had a homebased occupation, and worked for a school bus company and would park buses in front of the home.

Motion by Commissioner Helgeson to recommend approval of the conditional use permit with staff conditions. Seconded by Commissioner Johnson. With the agreement of the motioner and seconder, Commissioner Erickson added the condition to limit the hours to 8:00 am to 4:00 pm on weekdays and 8:30 am to 3:30 pm on the weekend. With no further comment or amendments, the motion was carried unanimously.

7. Public Discussion - Site Plan (SP-2310)

Mr. Baumgartner presented a request for the approval of a site plan for two (2) 6-plexes and their associated parking lot located 409, 417, 419, & 423 Chippewa Street. In his presentation he covered the various site details, the upcoming certified survey map (CSM) that would consolidate the existing five (5) lots into three (3) lots, and the architectural details of the 6-plexes. Baumgartner reviewed staff's conditions and noted the applicant was planning to demolish the existing structures in June and begin construction of the new ones shortly after.

Commissioner Christopherson made note of the landscaping plan only including Red Maple trees and asked if they could add more diversity to the landscaping. Baumgartner responded that it was possible; however, he wasn't aware of any specific standards, that it was ultimately up to the applicant, and she could add a condition to require it. Christopherson responded that the City is asking for a diversified urban forest and suggested that the builder should consider diversity in the landscaping.

Commissioner Johnson asked if Baumgartner knew the occupancy of the existing structures and if the new ones will be maintaining that number or increasing it. Baumgartner deferred the question to the applicant.

Matt Appel with AEC addressed Commissioner Christopherson's question on trees, noting that some changes will need to be made to the existing trees in the boulevard and the landscaping plan's trees can be changed to any number of different trees. Appel then answered Commissioner Johnson's question noting that all of the housing was student housing and that the number of units will be increasing.

Commissioner Wolfgram asked Joe Miller, applicant, about the relocation of the existing tenants. Miller noted that tenants of the 28 existing units were notified in September that the leases were not going to be renewed and gave them first pick of the rest of their housing stock. Commissioner Wolfgram then asked if they had discussed the project with the Historic Randall Park Neighborhood Association. Miller responded that both he and the City reached out and did not receive a response. Wolfgram then asked about the rent and what determines the "market rate" rent price, Miller responded the rates will be \$550 to \$600 and explained how the pricing is determined.

Motion by Commissioner Helgeson to approve the site plan with staff conditions. Seconded by Commissioner Johnson and the motion was carried unanimously.

8. Public Discussion – Site Plan (SP-2311)

Mr. Allen presented a request for the approval of a site plan for a Jimmy John's located at 2780 Damon Street and reviewed the zoning, site configuration, elevations, and staff conditions. Commissioner Helgeson asked staff how the condition to require the Traffic Impact Analysis (TIA) will be shared across the three properties was going to work. Deputy City Engineer Ness stated that with this being the first of potentially multiple properties being located off the private drive, staff wanted them to work together on the initial review to determine whether a TIA will be necessary. Commissioner Helgeson asked if there would be a time frame by which this would need to be completed. Ness responded that it was a discussion that staff had to have with the property owners.

Jeff Seward from AEC addressed Commissioner Helgeson's question, stating that they will need some clarification as the remaining lots are still for sale and that they will need to work with the City Engineering Department on the timing and structure of the TIA as to not hold up future building permits. Seward also noted that the storm water pond on the site was only for Jimmy John's and any other developments will need their own.

Ray Thielbar, Jimmy John's franchise owner, noted how long he's been operating in the area and that this isn't an expansion it is a relocation of his Oakwood Mall location due to the lease ending on August 31st.

Motion by Commissioner Helgeson, second by Commissioner Johnson to approve the site plan with staff conditions. Commissioners Christopherson and Erickson commented on the removal of the existing trees prior to the property having come in for its site plan approval and suggested that there should be something on the books to make note of it/protect the trees. With no further comment the application was approved unanimously.

9. Discussion of Zoning Code Rewrite.

Allen announced that the zoning code rewrite consultant will be Houseal Lavigne and went over their timeline highlighting projected June kickoff, the joint City Council/Plan Commission work sessions, and the optional item for a comprehensive plan update. Commissioner Erickson asked how formal the joint work sessions will be, and Allen responded that he will discuss it with the consultant, but it should be informal and operate similar to other City Council Work Sessions. Commissioner Christopherson suggested staff discuss this heavily with the neighborhood organizations at their quarterly meetings.

10. Future Agenda Items and Announcements

Mr. Allen announced that the April 17th meeting is canceled due to a lack of agenda items and the next scheduled meeting will be on May 1st.

11. Adjournment

The meeting adjourned at 8:13p.m.



Zina Obaid, Secretary