

**MINUTES OF THE REGULAR MEETING
PLANNING COMMISSION
LITTLE CANADA, MINNESOTA**

May 13, 2021

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 13th day of May, 2021 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Chair Nick Schwalbach called the meeting to order at 5:00 p.m. and the following members of the Planning Commission were present at roll call:

PLANNING COMMISSION: Johnson, Kulousek, Kwapick, Schwalbach, Buesing, and Thorson. Absent: Valerie Quarles.

ALSO PRESENT: Community Development Director/ Planner Corrin Wendell. Planning Consultant, Bill Weber

In accordance with the requirements of Minn. Stat. Section 13D.021, the City Administrator has determined that an in-person meeting is not practical or prudent because of a health pandemic or an emergency declared under Chapter 12 of the Minnesota Statutes.

Because of the health pandemic and emergency declaration, it has been determined that attendance at the regular meeting location by elected officials and members of the public is not feasible. Therefore, some or all of the City Council members may be participating by telephone or other electronic means. This meeting will be recorded in its entirety.

Members of the public may monitor the meeting on the CTV North Suburbs website (live stream) or use the meeting link provided on the city website prior to the meeting.

ADOPT AGENDA

The agenda was unanimously approved.

MINUTES

Commissioner Kwapick made a motion to approve the April 29, 2021 Planning Commission minutes as submitted. Commissioner Kulousek seconded the motion. The motion was unanimously approved.

OPEN TO THE PUBLIC

No comments.

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PUBLIC HEARINGS

None

COMMISSION BUSINESS: MINOR SUBDIVISION – 817 KELLER PARKWAY

The Community Development Director presented a request for a minor subdivision/lot split for 817 Keller Parkway. She reviewed the zoning and size of the parcel. She stated that Keller Parkway splits the subject property and identified the proposed split line, which would provide additional lake access to the neighboring property. She reported that the City Council will hold a public hearing on May 26th. She stated that she received a letter of support from a neighboring property owner.

Commissioner Buesing commented that he lives on the lake and has since 1985. He asked for clarification on the lot split.

The Community Development Director explained that 817 Keller Parkway would retain A1 and A2, even though they are split by the road. She stated that parcel B would go to the neighboring lot and recorded with their property. She stated that the neighbor that would obtain parcel B would continue to have two PIDs for their property because the city line (Maplewood and Little Canada) runs between the existing property and parcel B.

Commissioner Kwapick commented that he was glad to hear that the land would remain within Little Canada and would not be annexed.

Chair Schwalbach invited the applicant to speak.

Justin Nicol, applicant, and owner of 2828 Keller Parkway stated that they have lived on Keller Parkway for seven years and love the neighborhood. He stated that they appreciate the community and love the lake and are thankful to the neighbors for this opportunity.

Mickeli Bedore, 817 Keller Parkway, commented that they love having their neighbors and their children enjoy playing together. He stated that the neighbors do not have lake access and they would like to complete this split to provide the neighbors with access.

Johnson introduced the following motion:

***RECOMMENDING THE APPROVAL OF A MINOR SUBDIVISION, LOT SPLIT
LOCATED AT 817 KELLER PARKWAY, PID 05-29-22941-0004.***

The foregoing motion was duly seconded by Buesing.
Ayes (6). Nays (0). Motion passed.

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COMMISSION BUSINESS: CONDITIONAL USE PERMIT – 528 LABORE

The Community Development Director presented a request for a Conditional Use Permit for 528 Labore Road to allow a detached garage of 784 square feet to be located in the side yard setback. She reviewed the zoning and parcel size of the property. She stated that the home does not currently have a garage. She stated that due to the length of the lot, it made more sense to have the garage in the side yard rather than the back in order to reduce the amount of asphalt needed to reach the garage. She displayed the submitted site plan for the 28 by 28 garage with a single door on the front. She stated that the garage would be setback a little from the primary structure and would meet all other required setbacks. She stated that a garage is allowed in the side yard as a conditional use and reviewed some of the review criteria that are considered for this type of request. She reported that the City Council will be holding a public hearing on May 26th. She stated that staff recommends approval subject to the condition that no business activities shall occur within the garage structure.

Commissioner Thorson stated that if the property owner wanted to build a second accessory structure, would another CUP be required.

The Community Development Director replied that if a shed or garden accessory structure were desired that met setbacks and did not exceed the total 1,000 square feet threshold, additional approval would not be needed. She stated that if the total of 1,000 square feet were exceeded between the garage and another accessory structure, another CUP would be required.

Thorson introduced the following motion:

RECOMMENDING THE APPROVAL OF A CONDITIONAL USE PERMIT APPLICATION TO ALLOW A DETACHED GARAGE OF 784 SQ FT LOCATED IN THE SIDE YARD OF THE PROPERTY, LOCATED AT 528 LABORE ROAD, PARCEL ID 052922140093, SUBJECT TO THE FOLLOWING CONDITION:

- 1. NO BUSINESS ACTIVITIES SHALL OCCUR WITHIN THE GARAGE STRUCTURE.***

The foregoing motion was duly seconded by Kwapick.

Ayes (6). Nays (0). Motion passed.

COMMISSION BUSINESS: ZONG CODE DRAFT ITEMS

Bill Weber reviewed proposed changes to the general development standards. He provided additional details on why the threshold of 1,000 square feet is in place related to accessory structures.

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The Development Director noted that there could be consideration to raising that threshold to 1,500 square feet if there is desire for that change. She noted that perhaps additional details could then be added related to screening.

Chair Schwalbach replied that most of those requests come from larger lots and have been approved with little discussion.

Mr. Weber continued to review the proposed changes to the general development standards.

Chair Schwalbach referenced the language related to tree removal and replacement and asked if that is a common ratio for redevelopment and whether there would be room to plant that many successful trees.

Mr. Weber confirmed that this is a common ratio for tree replacement. He noted that there is language that the requirement would be required to the extent practical and feasible. He provided additional input on the proposed changes related to the parking requirements. He noted that the existing parking requirements tend to lead to excess parking. He provided additional background information on why the proposed changes were recommended and the information that is based upon. He also provided alternative options.

The Community Development Director stated that she is not aware of any parking issues that existing within Little Canada at this time. She noted that this additional flexibility would allow for different redevelopment activities.

Commissioner Johnson agreed that the parking required for a use is not always linked to the size of the building but more the intensity of the use. She commented that she would support having increased flexibility in the parking requirements.

Chair Schwalbach agreed and provided two examples of building that have large amounts of excess parking that are highly visible. He noted that the only potential issue he could see is if a large building with a low intensity use changed ownership and use, there could be increased parking demands.

Mr. Weber continued to review the proposed changes to the general development standards. He also provided input as to some of the review comments received by the City Council related to accessory dwelling units, duplexes, and garage door setback requirements.

The Community Development Director commented that she and Mr. Weber will meet again with the City Council to continue the conversation early in the process and continue to gain input.

Mr. Weber stated that next month staff will bring back the proposed changes to the final chapter related to administration and application review.

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REPORTS FROM STAFF

The Community Development Director noted that a new Code Enforcement Officer began with the City and will be spending 20 hours per week on code enforcement and rental housing inspections.

REPORTS FROM COMMISSIONERS

No Comments.

There being no further business, the meeting was adjourned at 6:11 p.m.

Respectfully submitted,

Amanda Staple
TimeSaver Off Site Secretarial, Inc.