

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

**APRIL 29, 2021**

Pursuant to due call and notice thereof a special meeting of the City Council of Little Canada, Minnesota was convened on the 29<sup>th</sup> day of April, 2021 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Acting Chair Chris Kwapick called the meeting to order at 5:04 p.m. and the following members of the Planning Commission were present at roll call:

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

**ALSO PRESENT:** Community Development Director/ Planner Corrin Wendell, and City Clerk Heidi Heller

*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 approved as presented.

**MINUTES**

Commissioner Kulousek made a motion to approve the April 8, 2021 Planning Commission minutes as submitted. Commissioner Buesing 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 – 3000 LABORE ROAD**

The Community Development Director presented a request for a minor subdivision for 3000 Labore Road. She stated that the property is within the R-1 single family residential district and the applicant has submitted all the filing requirements for the lot split. She stated that this request would split this piece of the property from the larger property. She stated that this would only focus on the 9.67 acres and not the larger property, noting that will come back under the major subdivision request. She stated that the City Council will hold a public hearing on this item at its May 12<sup>th</sup> meeting. She stated that the applicant will come back in the future for the platting of individual lots and this action would simply divide this parcel from the larger parcel.

The City Clerk stated that someone came in today and was concerned that the remaining parcel would be landlocked. She explained that the remaining parcel is not landlocked because there is platted right-of-way that goes down to Beam Avenue.

The Community Development Director commented that there may be some development further south in the future but at this time they are focused on the Labore entry point.

Buesing introduced the following motion:

***RECOMMENDING THE APPROVAL OF A MINOR SUBDIVISION REQUEST  
FOR 3000 LABORE ROAD***

The foregoing motion was duly seconded by Quarries.  
Ayes (5). Nays (0). Motion passed.

**COMMISSION BUSINESS: TEXT AMENDMENTS**

The Community Development Director stated that staff has been working with applicants that fall under uses that fall under conditional or special for licensing. She stated that as currently setup the applicant has to submit a conditional or special permit for these permitted uses, which creates an additional hurdle as the applicant is still required to obtain the proper licensing. She stated that this amendment would allow these uses as permitted and remove that additional step, which would alleviate the staff time necessary for review as well. She noted that the applicant would still apply for the licensing and go before the Council in that manner.

The City Clerk stated that there have been a lot of massage therapists come through in the past few years through conditional use permit and there are not additional conditions added. She stated that she completes background and licensing checks through the licensing review, which is approved by the Council and the conditional use permit just adds another unnecessary step. She

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noted that the other change would be for tattooing. She stated that the tattoo licensing code was recently updated by the Council. She noted that these are part of the overall zoning update, but staff suggested that this come forward now in order to remove this additional step as necessary review is done on the licensing side and the conditional use permit is no longer necessary.

The Community Development Director stated that this would move massage therapy from conditional to permitted under the B-3 district and tattoo body art will be added to B-3 as a permitted use as well, and similarly in the B-4 district. She stated that the City Council will hold a public hearing at its May 12<sup>th</sup> meeting.

Commissioner Thorson commented that this seems consistent with the updating they are working on to revamp language and create less hoops for businesses to jump through.

Acting Chair Kwapick agreed that it would make sense to make it easier for businesses to get started, noting that the massage therapist reviews have not had any additional conditions added.

Thorson introduced the following motion:

***RECOMMENDING THE APPROVAL OF THE TEXT AMENDMENTS TO SECTIONS B-3, GENERAL BUSINESS DISTRICT 912.020 AND 912.040 (I), SECTION B-4, COMPREHENSIVE BUSINESS DISTRICT 912-A.020 AND 912.A-040 (I) WITHIN THE ZONING CODE.***

The foregoing motion was duly seconded by Buesing.  
Ayes (5). Nays (0). Motion passed.

**REPORTS FROM STAFF**

The Community Development Director noted that at the May 13<sup>th</sup> meeting the Commission will continue its review of the zoning text.

**REPORTS FROM COMMISSIONERS**

Commissioner Buesing asked if there is a timeline for when the group will return to in person meetings.

The Community Development Director replied that staff has begun to return to the office more in the past month.

The City Clerk estimated that meetings will return to in person within the next few months, noting that it would be the decision of the Commission.

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**There being no further business, the meeting was adjourned at 5:28 p.m.**

Respectfully submitted,

Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*