

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

**JULY 9, 2020**

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 9<sup>th</sup> day of July, 2020 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 6:30 p.m. and the following members of the Planning Commission were present at roll call:

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

**ALSO PRESENT:** Community Development Director/ Planner Corrin Wendell, City Administrator Chris Heineman

*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 Planning Commission Agenda as submitted.

**MINUTES**

Commissioner Buesing made a motion to approve the June 11, 2020 Planning Commission minutes as submitted. Commissioner Johnson seconded the motion. The motion was unanimously approved.

**OPEN TO THE PUBLIC**

No comments.

**PUBLIC HEARINGS**

None.

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**COMMISSION BUSINESS: CONDITIONAL USE PERMIT STAFF REPORT**

The City Planner provided details on a proposed conditional use permit for property at 2920 Greenbrier Street. She stated that within this zoning district, a property can have one accessory building within the side yard by conditional use. She presented the site plan submitted to the City, highlighting the proposal for the detached garage. She reviewed the general provisions within the zoning code and noted that the applicant complies with the required setbacks and would not exceed lot coverage. She stated that the request is consistent with the City's Land Use Plan, is compatible with existing and future land uses, conforms with all performance standards, will not depreciate property values, will not overburden the City's service capacity, and the use reflects the architectural character of the surrounding area. She stated that the City Council will hold a public hearing on this request at its meeting on July 22<sup>nd</sup>.

Commissioner Kwapick asked if there is a house on this lot.

The City Planner confirmed that there is a structure on the home. She clarified that the survey from when the home was built was used, which is why the home was identified as a proposed structure. She confirmed that the existing home has an attached garage but does not currently have any garden sheds or other accessory structures.

Commissioner Johnson asked if the neighbors have been notified.

The City Planner stated that the neighbors have not yet notified by the City, as the Council will be holding the public hearing and the notification will be provided for that meeting.

Chair Schwalbach commented on the process that typically occurred previously, with notice being provided to the public for public input during the Planning Commission review as well as the City Council.

Commissioner Buesing asked the height of the proposed building.

The City Planner replied that the applicant would be building to 15 feet, which is the maximum height for a detached garage. She stated that height is measured to the mid-ridge line to provide the average.

The City Administrator stated that the Commission could choose to add a condition requiring stormwater review, if desired. He provided details on the review, noting that it would most likely only take about ten minutes to complete unless additional engineering was needed.

Johnson introduced the following motion:

***RECOMMENDING TO ALLOW DETACHED GARAGE AREA OF  
APPROXIMATELY 784 SQUARE FEET WITH 1,424 TOTAL SQUARE FEET IN***

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***SIZE LOCATED AT 2920 GREENBRIER STREET, PID 052922140093, SUBJECT TO THE FOLLOWING CONDITION:***

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

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

**COMMISSION BUSINESS: MINOR SUBDIVISION STAFF REPORT**

The City Planner presented a request for a minor subdivision for land that at 145 Viking Drive East that was purchased from Ramsey County for the purposes of dividing and attaching the property to three existing lots. She stated that all of the property is zoned R-1 and would continue to be zoned R-1. She reviewed the changes in lot size that would occur from the request. She reviewed the zoning code requirements, noting that the widths of the lots would not change, only the depth would increase with this request. She stated that park dedication would not be required as the splits are extensions of existing lots and new lots or units would not be created. She stated that the City Council will hold a public hearing at its meeting on July 22<sup>nd</sup>.

Chair Schwalbach asked if there would be any maintenance requirement for the easement.

The City Planner stated that the neighbor to the east did not choose to purchase land from the applicant, so the applicant will maintain ownership of that area and would maintain ownership of the easement.

Johnson introduced the following motion:

***RECOMMENDING APPROVAL OF A SUBDIVISION/LOT LIND ADJUSTMENT FOR THE FOLLOWING PARCELS WITHIN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT:***

- 1. 145 VIKING DRIVE E, PID 072922420010 – RYAN SANDSTROM***
- 2. 161 VIKING DRIVE E, PID 072922420008 – STEPHEN REDLUND***
- 3. 165 VIKING DRIVE E, PID 072922420117 – JOSEPH RASIMAS***
- 4. VACANT PARCEL, PID 072992420118 – OWED BY RYAN SANDSTROM***

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

**REPORTS FROM STAFF AND COMMISSIONERS**

The City Planner stated that there are five RCP students working on the Pioneer Park Master Plan. She provided an update on a recent meeting that took place and displayed the list of questions developed by the students. She welcomed the Commissioners to provide input to the questions, noting that she could pass that information on to the student group. She reviewed

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some of the public engagement opportunities that will take place over the summer, noting that a recommendation would then be made related to the park plan.

The City Planner stated that the current response rate for Little Canada on the US Census is currently at 74.9 percent. She encouraged everyone to continue spreading the word on the importance of filling out the census.

**The meeting was adjourned at 7:03 p.m.**

Respectfully submitted,

Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*