

**MAHTOMEDI PLANNING COMMISSION
MEETING MINUTES
FEBRUARY 10, 2021**

Chairperson Rogosheske convened the regular Planning Commission meeting at 6:30 p.m. with the following members in attendance: Dan Soler, Greg Maples, Peter Frank and Tony Chesak. Also in attendance were City Planner Hannah Rybak, City Engineer John Sachi, Mayor Jud Marshall, Tim Gerbozy and Office Assistant Luann Tembreull.

Absent with prior notice: Chantell Knauss.

APPROVAL OF THE AGENDA

Commissioner Chesak moved, and Commissioner Maples seconded the motion to approve the agenda as presented. The motion was unanimously approved by roll call vote: Yea: Soler, Maples, Frank, Chesak and Rogosheske Nay: None

APPROVAL OF THE JANUARY 13, 2021 REGULAR PLANNING COMMISSION MEETING MINUTES

Commissioner Soler moved, and Commissioner Frank seconded the motion to approve the minutes of the January 13, 2021 regular Planning Commission meeting as written. The motion was approved by roll call vote: Yea: Maples, Frank, Chesak, Soler and Rogosheske Nay: None.

4. PUBLIC HEARING

4a. CONSIDER APPROVAL – Request from Tim Gerbozy for a minor subdivision resulting in the creation of one new lot at 483 Salem Place and described as PID 31.030.21.12.0013.

Planner Rybak introduced the item and provided a power point presentation. She said the applicant is requesting a minor subdivision to create one new lot at 483 Salem Place.

The area is currently zoned R1-B, Low Density Residential and is guided in the 2040 Comprehensive Plan as Single Family Residential.

The existing home is located on Parcel B and is proposed to remain. Parcel A would be developed into an additional single-family home for the Applicant in several years. However, the existing garage will remain on Parcel A if agreed upon in the Minor Subdivision Agreement.

Criteria being met for this minor subdivision are as follows:

1. The division will result in no more than three (3) new lots
2. The lot to be divided is in a location where conditions are well defined
3. The newly created property lines will not cause any resulting lot to be in violation of the Zoning Code

4a. (Continued)

4. The proposed division has been prepared by a registered land surveyor and shows the original lot and the proposed subdivision

Per the City's Fee Schedule, the amount due for Parkland Dedication will be \$3,000.

The applicant has provided a tree inventory along with the application for the subdivision. Because the exact location of the future home has not been decided, tree removal and replacement will be evaluated at the time of a building permit application for Parcel A.

The site is considered heavily wooded, so a replanting of one (1) tree for every three (3) trees removed will be required. Any trees that will be ultimately removed due to their location shall be considered and accounted for.

The City Engineer has reviewed the plans and offers the following comments:

The proposed lot split and proposed house location raised the following concerns:

- The house is 4-8 feet below the street elevations with a split entry house design. A full walk out and moving the house closer to the street maybe a better proposed home plan/site for this property given the elevations relative to the street.
- The sanitary sewer and water available to this home site is in Salem Place, however no service stubs were installed when the main were built. At the time of new home construction new services will have to be installed by the property owner to the mains in the street. These plans will have to be approved by the City Engineer as part of the building permit application.
- The sanitary sewer invert elevation at the west end of the property is about 987.2. Given the proposed house as shown, there could be an elevation issue. This is another reason to raise up the home and move it closer to Salem Place.
- A final grading and erosion control plan will be required to be approved by the City Engineer as part of the building permit application.
- The new driveway must be hard surfaced and meet all setback requirements. The existing driveway leading to the detached garage is non-conforming.

However, these concerns can be addressed once a final house plan is submitted for review.

Based on the criteria in this report, staff recommends approval of the requested minor subdivision at 483 Salem Place subject to the following conditions:

4a. (Continued)

1. The Applicant must enter into a minor subdivision agreement with the City.
2. A Tree Preservation and Replacement Plan must be approved by the City Forester prior to the removal of any trees and issuance of any grading or building permit.
3. The Applicant shall pay \$3,000 cash in lieu of parkland dedication.
5. A water and sewer connection plan will have to be approved by the City Engineer as part of the building permit application.
6. A final grading and erosion control plan will be required to be approved by the City Engineer as part of the building permit application.
7. The driveway leading to the detached garage must be brought into conformance with setbacks and surfacing requirements at the time that a home is constructed on the parcel.

Planner Rybak stated that the draft resolution in this packet needs two corrections. The first is that the Planning Commission meeting date should read February 10, 2021 (not 2020), and the second is with the additional language of "at the time that a home is constructed on the parcel" be added to condition number 6.

Applicant Gerbozy stated that he is splitting the lot at this time due to some re-financing issues.

Chair Rogosheske opened the public hearing to the audience for commentary at 6:41 p.m.

There being none, Chair Rogosheske closed the public hearing at 6:42 p.m.

There were no questions or concerns from commission members.

Upon motion by Commissioner Soler, seconded by Commissioner Maples, the Commission recommends the City Council approve a resolution approving a Minor Subdivision at the property located at 483 Salem Place as outlined in Exhibit C with the change of the meeting date from 2020 to 2021 and the additional wording "at the time that a home is constructed on the parcel" added to item 6. The motion was unanimously approved by roll call vote. Yea: Maples, Frank, Chesak, Soler and Rogosheske. Nay: None

Planner Rybak stated that the corrected draft resolution will be brought before the City Council for their consideration.

MAHTOMEDI PLANNING COMMISSION MEETING MINUTES
February 10, 2021

5, 6 & 7-

- 5. STAFF REPORT - NONE**
- 6. UPDATE – CITY COUNCIL AND OTHER COMMISSION ACTIVITIES AND INFORMATIVE ITEMS.**
- 7. ADJOURNMENT**

There being no further discussion, Commissioner Chesak moved, and Commissioner Soler seconded the motion to adjourn the regular Planning Commission meeting at 6:45 p.m. The motion was unanimously approved by roll call vote: Yea: Frank, Chesak, Soler, Maples and Rogosheske. Nay: None

Respectfully submitted by Luann Tembreull, Office Assistant.

APPROVED:

ALEX ROGOSHESKE
CHAIRPERSON

ATTESTED:



LUANN TEMBREULL
OFFICE ASSISTANT

**CITY OF MAHTOMEDI
WASHINGTON COUNTY, MINNESOTA
RESOLUTION NO. _____**

**RESOLUTION APPROVING A MINOR SUBDIVISION AT THE PROPERTY
LOCATED AT 483 SALEM PL., PID: 31.030.21.12.0013**

WHEREAS, the City of Mahtomedi received a request from the Applicant and property owner, Tim Gerbozy, for a minor subdivision resulting in two lots at the property located at 483 Salem Pl. on January 14, 2021, legally described as follows:

Lot 3, Block 1, except the North 80 feet thereof, Charles Manor, Washington County, Minnesota

WHEREAS, the Planning Commission reviewed and considered the request based on the related documents shown in the Applicant's Application at their regular meeting on February 10, 2021; and

WHEREAS, the City Council can approve a minor subdivision if it finds that the standards for minor subdivisions as described in Chapter 11, Section 11.02, Subdivision 10, E: Minor Subdivision of the Mahtomedi City Code have been met; and

WHEREAS, the City Council acting as the Board of Adjustments and Appeals, reviewed and considered the reports, documents, testimony, and other materials presented.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Mahtomedi approves the Applicant's minor subdivision request based on the following findings of fact:

1. All required information for a minor subdivision has been supplied.
2. The minor subdivision meets the requirements for Minor Subdivision approval;
3. The lot to be divided is in a location where conditions are well defined;
4. The newly created property lines will not cause any resulting lot to be in violation of the Zoning Code;
5. The proposed division was prepared by a registered land surveyor;
6. The minor subdivision request is consistent with the City's Comprehensive Plan; and
7. The minor subdivision is consistent with the City's Subdivision Regulations and Zoning Ordinance for property in the R1-B – Low-Density Residential Zoning District.

NOW THEREFORE BE IT FURTHER RESOLVED that the Applicants must meet the following conditions for minor subdivision approval:

1. The Applicant must enter into a minor subdivision agreement with the City.
2. A Tree Preservation and Replacement Plan must be approved by the City Forester prior to the removal of any trees and issuance of any grading or building permit.
3. The Applicant shall pay \$3,000 cash in lieu of parkland dedication.
4. A water and sewer connection plan will have to be approved by the City Engineer as part of the building permit application.
5. A final grading and erosion control plan will be required to be approved by the City Engineer as part of the building permit application.
6. The driveway leading to the detached garage must be brought into conformance with setbacks and surfacing requirements at the time that a home is constructed on the parcel.

Adopted by the City Council of the City of Mahtomedi on February 16, 2021.

Judson Marshall, Mayor

Attested:

Jerene Rogers, City Clerk