

1. Agenda

Documents:

[JANUARY 7, 2020, REGULAR MEETING AGENDA \(PDF\).PDF](#)

2. Meeting Packet

Documents:

[JANUARY 7, 2020, REGULAR MEETING PACKET \(PDF\).PDF](#)



**PLANNING COMMISSION
REGULAR MEETING
ANOKA CITY HALL
Tuesday, January 7, 2020
7:00 P.M.**

AGENDA

- 1. Call to Order**
- 2. Oath of Office**
- 3. Approval of Minutes**
 - a. December 3, 2019, Regular Meeting Minutes
 - b. December 3, 2019, Work Session Minutes
- 4. New Business**
 - a. Appointment of Officers
 - b. 2019 Accomplishments and 2020 Goals
- 5. Old Business**
 - a. None
- 6. Public Hearings**
 - a. None
- 7. Miscellaneous**
 - a. Next Meeting: February 4, 2020 Regular Meeting
- 8. Adjournment**



Auxiliary aids for handicapped persons are available upon request at least 96 hours in advance. Please call the City Manager's office at (763) 576-2710 to make arrangements.



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NOT APPROVED
**ANOKA PLANNING COMMISSION
REGULAR MEETING
ANOKA CITY HALL
TUESDAY, DECEMBER 3, 2019
7:00 P.M.**

CALL TO ORDER:

The regular meeting of the Anoka Planning Commission was called to order at 7:00 p.m.

ROLL CALL:

Planning Commissioners present: Chair Don Kjonaas, Karna Brewer, Borgie Bonthuis, James Cook, Shari Nemec, and Peter Rech

Planning Commissions absent: Nancy Coleman.

Staff present: Associate Planner Clark Palmer and Community Development Director Doug Borglund

APPROVAL OF MINUTES:

- a. Approval of November 6, 2019 Regular Meeting Minutes

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER BREWER, TO APPROVE THE MEETING MINUTES OF NOVEMBER 6, 2019, REGULAR MEETING.

6 ayes – 0 nays. Motion carried.

- b. Approval of November 19, 2019 Work Session Meeting Minutes

Commissioner Nemec noted that Nancy Coleman was not present at the work session meeting and should be listed as absent.

MOTION WAS MADE BY COMMISSIONER BREWER, SECONDED BY COMMISSIONER NEMEC, TO APPROVE THE MEETING MINUTES OF NOVEMBER 19, 2019, WORK SESSION MEETING AS AMENDED.

6 ayes – 0 nays. Motion carried.

NEW BUSINESS:

None

OLD BUSINESS:

None

PUBLIC HEARINGS ON NEW APPLICATIONS:

**Preliminary Plat, Planned Unit Development, Conditional Use Permit, Site Plan Review;
Northeast Corner of Reed Ave/Cutter St and 511 Cutter Street**

Associate Planner Palmer reported the applicant, Tollberg Homes, is proposing to develop the property located at the northeast corner of Reed Avenue/Cutter Street and 511 Cutter Street with approximately a 22,000 square foot, 32-unit, assisted living and memory care building. The property is zoned Main Street Mixed Use, West Main Street Sub-District (WM). The subject property is currently undeveloped. The proposed use of the property is allowed in the applicable zoning district if approved through a Planned Unit Development (PUD) and Conditional Use Permit (CUP) and Site Plan review application. The applicant is also proposing to replat the subject property.

Associate Planner Palmer stated that the applicant proposed to replat 1.969 acres located at the northeast corner of Reed Avenue and Cutter Street including the property addressed as 511 Cutter Street. The land that will be replatted encompasses two parcels containing lots originally platted as part of Sparks Addition (1887). The purpose of the plat is to create one new lot, identified as Lot 1, Block 1, Anoka Senior Living. He provided additional details on land suitability easements, blocks/lots, dedication of right-of-way, and parkland dedication.

Associate Planner Palmer stated that the proposed use is allowed if approved under a PUD. For PUD's the various zoning regulations and requirements which may apply to the original zoning district may be considered as guidelines only and may be department from in the approval of a PUD. He reviewed the criteria for consideration of a PUD. He noted that for this application, staff reviewed the proposal against specific criteria set forth in City Code for CUP applications. City Code requires the Planning Commission to consider to what extent the applicant's plan minimizes possible adverse effects of the proposed conditional use, what modifications to the plan and what conditions of approval could further minimize the adverse effects of the proposed use. He reviewed the development standards that are general requirements for CUPs and how the request meets those. He reviewed the zoning code requirements for the zoning district against what is being proposed. He provided additional details on landscaping/tree replacement and architecture. He stated that staff recommends approval of the Preliminary Plat subject to the conditions noted in the staff report. Staff also recommends approval of the Planned Unit Development, Conditional Use Permit and Site Plan review subject to the conditions in the staff report.

Associate Planner Palmer noted that a neighborhood meeting was held on November 26th and reviewed some of the questions asked at that time. He stated that there was a question related to utilities and where there would be an impact to existing properties. He explained that there are utilities available for connection through Cutters Street. He provided details on the width of Cutters Street and noted that the street width does not cause problems for fire vehicles or truck traffic. He noted that there was a question about possible on street parking and issues that could arise. He stated that Cutters Street is currently not signed or identified as no parking but if concerns arise a request could be brought forward to the Parking Advisory Board. He stated that this use generates a low amount of traffic, possibly less than six to eight residential homes, and therefore would not have a large impact on traffic. He stated that there will be a Highway 10 open house meeting on December 10th for residents interested on those project impacts.

Chair Kjonaas stated that his concern is that if the trash enclosure is made of wood, that could be a fire hazard. He stated that he is also concerned with the locations of the durable materials as he only noticed that on the pillars and corners.

Associate Planner Palmer stated that the durable materials are found on the bump outs in addition to the other locations.

Commissioner Rech suggested running additional durable materials to the roof of the elevations in the locations is it currently proposed. He commented that would not only look better but would also increase the percentage of durable materials.

Associate Planner Palmer stated that staff discussed the possibility with the applicant and the applicant is open to suggestion on increasing the durable materials. He stated that stone is brought up, the shakes would most likely be eliminated. He stated that staff discussed wrapping the building in the stone across the bottom.

Commissioner Cook stated that he would like to see the stone added to the entrances to make those stand out more for people attempting to enter the building.

Chair Kjonaas opened the public hearing at 7:25 p.m.

Sarah Johnson, 609 Cutter Street, stated that her main concerns are what the impact on her property value could be from this development. She noted that part of this facility will be used to service mental health patients and asked about details on liability should one of the patients wander from the facility onto her property.

Jerry Tollefson, applicant, stated that the lockdown portion of the facility is very difficult to wander from. He stated that there is nothing set in stone related to property values. He stated that the

building will add beauty and improvement to the area, but the value will be determined by the assessor. He stated that they are local businesspeople in the community and have their business office located across from Hans Bakery on 5th Avenue. He stated that they have built in the community and the business has a longstanding relationship with the community. He stated that they strive to do what is best for the integrity of the business and continue to grow the best relationship between the business, its customers, and the city its serving. He confirmed that they are open to adding more stone and are open to suggestions. He explained that if the stone is brought up to the shake it causes problems. He stated that they can also bring the stone around the bottom of the building. He noted that they are open to whatever the City would like as far as increasing the stone. He stated that the parcel is current vacant and serves no purpose. He stated that they feel that this use would be the best transition from commercial to residential as this use falls in between the two. He noted that they attempted to keep the elevations low and provide a good architectural design to please the neighbors. He stated that the amount of traffic for this type of use would be low, noting that a truck deliver would happen once per week. He explained that 14 of the 32 residents would be memory care patients and would not drive while less than half of the remaining residents would most likely not hold a driver's license. He confirmed that there would be some staff, a total of five at any time that would come and park at the site. He stated that there would be some visitors coming and going from the site for short periods of time. He felt that this would be the least impactful development in terms of traffic.

Ron Pert, 542 Cutter Street, stated that he has lived in his home for 20 years and there has been no improvement to the road surface outside of patching. He believed that on street parking would be a problem. He stated that Reed Street is signed no parking on one side but that is not enforced. He hoped that the elevation of the site would stay down as well.

Community Development Director Borglund suggested that discussions of street conditions be brought to the engineering department, noting Ben Nelson would be the contact for road conditions and scheduled improvements.

Wade Tollefson, applicant, stated that he is not suggesting that stone cannot run into shakes, but that is a typical design technique. He stated that they would be happy to add much more stone, if desired. He stated that there is no cost difference between the materials, and they would be happy to change that to increase the amount of stone. He confirmed that he would be happy to change the trash enclosure to cinderblocks. He noted that they simply thought the mix of siding and stone would match the building.

Associate Planner Palmer asked if the preference would be to have a block enclosure. He provided additional design options that could also avoid wood.

Chair Kjonaas confirmed that it would look nice to carry some of the stone over from the building and he would be comfortable with that option.

Commissioner Brewer asked if the interior of the building would include sprinklers.

Community Development Director Borglund confirmed that the interior would include sprinklers as required by Code.

Cary Theilen, 605 Bean Street, stated that this proposal seems to be closer to a better resolution to the vacant property. He asked the background information the Commission is provided prior to the meeting tonight. He asked if there has been contact from the builder or City Engineer prior to tonight. He stated that perhaps it would have been better to have a more informal meeting with open discussion prior to tonight. He stated that his concern would be that with vehicles parked on the street a fire truck perhaps could not get down the road.

Chair Kjonaas confirmed that this project was discussed in a work session prior to it being brought forward to the Commission tonight.

Mr. Theilen stated that after the last proposed development for this site, he was under the impression that notification would be provided to the neighbors for any development proposals.

Associate Planner Palmer explained that all work sessions are public meetings and legally posted. He stated that the notification to neighbors is only provided for public hearings.

Mr. Theilen stated that the neighbors were first notified for the neighborhood meeting held by the developer, which was nice.

Commissioner Brewer stated that she would guess that the neighborhood brought forward concerns at the neighborhood meeting and asked if those concerns were addressed through the proposal tonight. She explained that the benefit for the neighbors would be to provide input to the developer, rather than attending the work session where the developer was not present. She noted that the neighbors had an opportunity to express its concerns more than most developments that come forward to the City. She asked which concerns that were expressed at the neighborhood meeting have not been addressed.

Mr. Theilen asked if the residents would be assessed for necessary changes to utilities or road improvement. He stated that the neighborhood is not concerned with the color of the building but more with the narrow road width and possible assessments for road improvements. He stated that staff did address that concern during their presentation. He commented that it is a nice-looking building, but it will impact the character of the neighborhood, as would eight single family homes. He recognized that this is an empty lot and will be developed. He agreed that this use seems to fit better than the previously proposed high-rise apartment building. He stated that if staff is confident that the residents will not be assessed for infrastructure improvements, he would be satisfied. He

stated that he watches the Commission meetings and to his knowledge this is the only neighborhood that has stuck together to follow and provide comments on potential development proposals.

As no one further wished to appear, Chair Kjonaas closed the public hearing at 7:47 p.m.

Chair Kjonaas stated that he would like to see the trash enclosure be stone as it would look better and provide more protection. He commented that he would like the durable materials increased and believed staff could work with the developer on the design.

Community Development Director Borglund stated that continuing to wrap the stone around the bottom of the building would most likely be the most impactful. He confirmed that the applicant is willing to increase that percentage to 50 percent.

Commissioner Cook stated that he would like the entrances to the building highlighted with stone to make them more identifiable.

Commissioner Brewer stated that she is concerned that there could be assessments for street improvement in the future. She asked if it would be fair to say that an assessment in four or more years would be totally independent from this building as it would be because of the existing road conditions and not the wear and tear from this building.

Community Development Director Borglund explained that the street improvement program is separate from development requests. He explained that the City evaluates the conditions of streets each year and makes determinations on the streets that need to be repaired. He commented that the road might not be on the radar for improvement at this time, but it could be in the future. He stated that the issue of street improvements and assessments would be separate from this project.

Chair Kjonaas noted that if there is an assessment from street improvement in the future, this project would provide value as it would be another property sharing in the assessment.

Commissioner Rech asked and received confirmation that this property would not be tax exempt.

Commissioner Brewer commented that she lives on Fremont Street and if vehicles are parked on each side, only one vehicle can pass at any time, therefore the narrower road is not a problem unique to Cutter. She asked how the City could help the neighbors recognize that this building does not make the road more hazardous for the ability for safety vehicles to access the homes.

Community Development Director Borglund stated that the fire department reviewed this application and had no concerns with access, the site, the building or with water pressure in this area.

Commissioner Nemec commented that if a neighbor has an event, there are vehicles parked on both sides of the road all throughout the City. She noted that the situation is not unique to this area and would not be caused from this proposed building.

Mr. Theilen stated that the neighbors would not have objection from an assessment from a normal street project. He stated that his concern would be if this project causes deterioration to the road and therefore results in a needed improvement. He stated that if a garbage truck comes down the road, a vehicle would need to move over in order to pass.

Commissioner Bonthuis asked if the residents on Cutter Street would be assessed for improving Cutter Street.

Community Development Director Borglund confirmed that if a road is reconstructed, all properties on that road would be assessed for the improvement.

Mr. Theilen asked about the lighting proposed for the project.

Associate Planner Palmer stated that a condition of approval requires that lighting not spill onto adjacent properties.

Community Development Director Borglund noted that the majority of the lighting on the site is wall mounted, similar to a home.

Commissioner Rech asked if the City typically widens the street when improvement occurs.

Community Development Director Borglund explains that the City typically works within the available right-of-way, as additional acquisition would be required to work out of that footprint.

Commissioner Rech stated that in his experience a street improvement project typically replaces road within the current footprint.

Ms. Johnson commented that the neighborhood is worried with increased traffic when Highway 10 is being improved, as vehicles may attempt to cut through the neighborhood. She commented that construction vehicles will wear down the current condition of the road.

Commissioner Rech stated that the staff presentation mentioned a resurfacing that is proposed for the future, noting that improvement is not assessed to residents.

Patti Theilen, 605 Bean Street, stated that the street is one of the worst streets in Anoka and will need to be redone, whether that is a resurface or reconstruction. She stated that the curbing on Cutter does

not run down the entire length of the street or onto Reed Avenue. She asked if the road would be improved without adding the curbing and storm drains.

Community Development Director Borglund commented that this is not the appropriate forum for this discussion. He commented that if the neighbors are concerned with the condition of the road, they could speak with City staff or petition the City for that improvement. He suggested that residents concerned with the Highway 10 project attend that open house meeting to gather additional information. He stated that the discussion tonight should be focused on the project at hand and not the road condition.

Commissioner Bonthuis stated that if the neighborhood can pull together for these development projects, it should pull together and put a petition together or bring the concern with the road condition to the City Engineer. She stated that the Planning Commission cannot answer questions about future road improvements.

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER COOK, TO RECOMMEND APPROVAL OF THE PRELIMINARY PLAT, SUBJECT TO THE FOLLOWING CONDITIONS:

1. 25 feet of public right-of-way shall be dedicated along the west property line.
2. Drainage and utility easements shall be dedicated as determined by the Planning Commission and City Council.
3. The Preliminary Plat shall be updated to reflect the dedication of right-of-way and utility easements as required by the City.

6 ayes – 0 nays. Motion carried.

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER NEMEC, TO RECOMMEND APPROVAL OF THE PLANNED UNIT DEVELOPMENT, SUBJECT TO THE FOLLOWING CONDITIONS:

1. PUD allows an increase in the front building setback at 75 feet.
2. The exterior finished, except for the rear elevation, shall include additional durable materials up to 50 percent, as determined by the Planning Commission and City Council.
3. All site improvements shall be consistent with the approved plans. Any deviations from the approved plans shall require additional review and approval by the Planning Commission and City Council.

6 ayes – 0 nays. Motion carried.

MOTION WAS MADE BY COMMISSIONER RECH, SECONDED BY COMMISSIONER BONTHUIS, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT AND SITE PLAN REVIEW, SUBJECT TO THE FOLLOWING CONDITIONS:

1. The exterior finishes, except for the rear elevation, shall include additional durable materials up to 50 percent, as determined by the Planning Commission and City Council.
2. The dumpster enclosure area shall be relocated to the east side of the property and shall be brick or stone.
3. Lighting shall be downward directed and/or face away from adjacent properties and not spill onto adjacent properties in a manner that creates a nuisance.
4. Updated plans shall be submitted as required by the City.
5. All site improvements shall be consistent with the approved plans. Any deviations from the approved plans shall require additional review and approval by the Planning Commission and City Council.

6 ayes – 0 nays. Motion carried.

Associate Planner Palmer advised this will go before the City Council on December 16, 2019.

Planned Unit Development and Site Plan Review; American Club Senior Cooperative – 631 Jacob Lane

Community Development Director Borglund reported the applicant, Gramercy Development, is requesting approval of a Planned Residential Development (PRD) and Site Plan review for the property located at 641 Jacob Lane allowing a Senior Cooperative Residential Building. The subject property is zoned R-3 High Density Residential allowing a higher density Senior Cooperative Housing project through the approval of a Planned Residential Development. Gramercy Development is proposing the construction of 87-unit Senior Cooperative Residential Building. The project site is four acres in size. The proposed density is 22 units per acre. Density may be increased above 11 units per acre with a PRD approval.

Community Development Director Borglund stated that the site is currently used by the City of Anoka for the existing park/golf maintenance building. The City of Anoka has planned the sites redevelopment since the adoption of the Greens of Anoka Redevelopment Plan in 2012. The City has entered into purchase agreement to sell the property to Gramercy Development contingent upon development approvals and achieving 60 percent presales for construction financing. The proposed project is situated along the 18th fairway of the Green Haven Golf Course in Anoka, this active adult lifestyle community offers views of the golf course along with the following amenities:

- Club and Billiards Rooms adjoining the outdoor veranda featuring a grilling station,

- fireplace and pergola
- Fitness Studio
- “19th Hole” lounge with changing room and golf bag storage (first come, first served basis)
- Use of golf carts provided by the American Club
- Dog Park
- Community Gardening Area
- Family/Guest Suite
- Additional Storage for each apartment, on every floor
- Underground parking with golf cart parking
- Exterior golf cart parking

Community Development Director Borglund stated that the applicant is proposing a PRD. For planned unit developments, the various zoning regulations and requirements which may apply to the original zoning district may be considered as guidelines only and may be departed from in the approval of a planned unit development. Anoka City Code outlines six findings the Planning Commission and Council must make for approval of the PRD. He reviewed those findings. He reviewed the elements of the Site Plan review including lot area/site location requirements, building setbacks, parking, grading/stormwater management, utilities, landscaping/tree preservation/tree removal, and site lighting.

Commissioner Brewer referenced the lighting for Health Partners and asked if there would be any impact from the lighting of the Health Partners lot on this site.

Community Development Director Borglund stated that would be hard to predict but noted that staff could review that element to determine if there would be conflicts. He provided details on the screening/buffering/trash enclosure, building height, and architecture. He stated that staff recommends approval of the proposed Planned Residential Development to allow a Senior Cooperative Residential use known as the American Club subject to the conditions noted in the staff report. Staff also recommends approval of the proposed Site Plan for Senior Cooperative Residential use known as the American Club subject to the conditions in the staff report.

Commissioner Brewer stated that the application lists the address on Jacob Lane, but the access would be provided from Green Haven Road. She stated that if someone used the GPS for the Jacob Lane address, the person would be unable to access the site. She asked when the Green Haven Road address would be assigned.

Community Development Director Borglund stated that a process is completed prior to the building permit issuance that would assign the address for the property. He explained that the Jacob Lane address is the address for the current golf maintenance building.

Commissioner Brewer noted that the garden location is near the snow storage location, which may not be compatible because of the salt mixed in with the snow. She stated that perhaps the applicant should think of the potential conflict.

Community Development Director Borglund noted there would be planter boxes in the garden area.

Commissioner Brewer stated that the report mentioned a car wash bay in the underground parking. She assumed that soap would be involved and asked how that soapy water would be disposed of.

Community Development Director Borglund explained the soapy water would go into the sanitary sewer rather than the storm sewer.

Mindy Michaels, on behalf of the applicant, explained that there would be floor drains in the underground parking that would dispose of that water into the sanitary sewer.

Commissioner Nemec referenced the exterior building materials, specifically the non-stone materials, and asked how those materials would hold up to birds such as woodpeckers.

Ms. Michaels replied that the material is very durable, much more so than the typical home construction materials.

Commissioner Brewer referenced a letter that she received from the applicant and noted that she has never had an applicant take the special time to review the minutes from a work session meeting and respond to her comments. She thanked the applicant for taking the time to do so.

Chair Kjonaas opened the public hearing at 9:02 p.m.

Mick Conlan, applicant, stated that they are very excited about this project noting that they have already secured 20 reservations. He noted that they are finishing the interior renderings to share with the public. He stated that they have met with HUD, as this will be a HUD 40-year mortgage and have been invited to apply for financing. He stated that the sales office will be fully up and running in the next few months but noted that the people can stop in now to learn more information. He stated that they approached the design with the thought that there is no public side of the building and therefore all four sides are equally designed.

Commissioner Rech asked the estimated completion date.

Mr. Conlan stated that in order to begin construction they would need to pre-sale 53 of the units. He believed that could occur in summer of 2020, with an 18-month construction season which would put completion in the fall of 2021.

Commissioner Brewer asked if the applicant is marketing a certain clientele that may also winter in another area and use the apartment as their summer location.

Mr. Conlan confirmed that they have seen interest from residents that winter in warmer climates such as Florida and Arizona.

As no one further wished to appear, Chair Kjonaas closed the public hearing at 9:05 p.m.

Chair Kjonaas commented that he really likes the building and thinks this will be a great asset to the community. He stated that this building will be just as big as Applewood in Champlin and did not want people to be caught off guard.

Mr. Conlan stated that the Applewood building has a visible garage level, whereas this garage level will be underground. He commented that it will be a large building at four stories but will have a lesser scale than Applewood.

MOTION WAS MADE BY COMMISSIONER BREWER, SECONDED BY COMMISSIONER NEMEC, TO RECOMMEND APPROVAL OF THE PLANNED RESIDENTIAL DEVELOPMENT TO ALLOW A SENIOR COOPERATIVE RESIDENTIAL USE KNOWN AS THE AMERICAN CLUB, SUBJECT TO THE FOLLOWING CONDITIONS:

1. PRD allows a reduced rear setback at 27 feet.
2. PRD allows an increase in building height to 54 feet/4 stories.
3. PRD allows for exterior architectural materials as proposed.
4. PRD allows for parking stall count at an average of 1.72 stalls per unit.

6 ayes – 0 nays. Motion carried.

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER RECH, TO RECOMMEND APPROVAL OF THE SITE PLAN FOR SENIOR COOPERATIVE RESIDENTIAL USE KNOWN AS THE AMERICAN CLUB, SUBJECT TO THE FOLLOWING CONDITIONS:

1. All comments and concerns of the City Engineer shall be met.
2. A permit shall be obtained from the Watershed District.
3. All necessary permits from State agencies shall be obtained prior to site work.
4. The development of the proposed site shall be consistent with all approved plans.
5. A development agreement shall be prepared and executed including all financials including letter of credit amount, park dedication fees, and cost sharing.
6. Park dedication fee shall be paid in cash in lieu of land equaling \$221,241.

7. Additional landscaping treatment shall be added along the rear of the building to define the golf course and the development site.
8. The trash enclosure shall be screened on all sides and architecturally match the building meeting ordinance requirements.
9. Revised plans shall be submitted as required by City staff.

6 ayes – 0 nays. Motion carried.

Community Development Director Borglund advised this will go before the City Council on December 16, 2019.

MISCELLANEOUS:

Next work session will be Tuesday, December 3rd immediately following regular meeting.

ADJOURNMENT:

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER BREWER, TO ADJOURN THE MEETING.

6 ayes - 0 nays. Motion carried.

Time of adjournment: 9:10 p.m.

Submitted by: Amanda Staple, *TimeSaver Off Site Secretarial, Inc.*

NOT APPROVED
**ANOKA PLANNING COMMISSION
WORKSESSION MEETING
ANOKA CITY HALL
TUESDAY, DECEMBER 3, 2019**
[Immediately following adjournment of regular meeting at 7:00 p.m.]

CALL TO ORDER:

The regular meeting of the Anoka Planning Commission was called to order.

ROLL CALL:

Planning Commissioners present: Chair Don Kjonaas, Karna Brewer, Borgie Bonthuis, James Cook, Shari Nemec, and Peter Rech

Planning Commissions absent: Nancy Coleman.

Staff present: Associate Planner Clark Palmer and Community Development Director Doug Borglund

DISCUSSION: 2019 ACCOMPLISHMENTS, 2020 GOALS

Associate Planner Palmer stated staff has drafted accomplishments and goals from the discussion held at the November 19, 2019, work session. He reviewed each of the draft accomplishments and goals.

Draft 2019 Accomplishments:

1. Held developer (Lennar) to our high development standards.
2. Completed a working draft of the 2040 Comprehensive Plan Update.
3. Approved a land use application for Anoka Middle School for the Arts, Washington School Campus.
4. Approved a land use application for a new golf course maintenance building.
5. Approved a land use application for the American Club.

Draft 2020 Goals

1. Complete the final draft of the 2040 Comprehensive Plan Update.
2. Complete a zoning text amendment related to residential driveways.
3. Review city-wide parking regulations and make changes where necessary.
4. Review sign ordinance regulations.
5. Engage with other boards and commissions on matters relevant to each.

Mr. Palmer asked if the first 2019 accomplishment (“Held developer (Lennar) to our high development standards”) should be amended to say “developers” instead of “developer Lennar.” Commissioners agreed.

Mr. Palmer asked if the last 2020 goal should be amended to say “on matters relevant to both” instead of “on matters relevant to each.” Commissioners suggested changing “each” to “all parties.”

ADJOURNMENT:

Time of adjournment: 7:30 p.m.



2019 Planning Commission Accomplishments

1. Held developers to our high development standards.
2. Completed a working draft of the 2040 Comprehensive Plan Update.
3. Reviewed and recommended approval of a land use application for the American Club senior cooperative development located at 641 Jacob Lane.
4. Reviewed and recommended approval of a land use application for the Anoka Middle School for the Arts, Washington School Campus, located at 2171 6th Ave.
5. Reviewed and recommended approval of a land use application for a new golf course maintenance building located at the northeast corner of Greenhaven Golf Course.

2020 Planning Commission Goals

1. Complete the final draft of the 2040 Comprehensive Plan Update.
2. Complete a zoning text amendment related to residential driveways.
3. Review city-wide parking regulations and recommend changes where needed.
4. Review sign ordinance regulations and recommend changes where needed.
5. Engage with other boards and commissions on matters relevant to all parties.