

A. Administrator Reports1. Osborne Road Draft Letter to County

Administrator Buchholtz presented a draft letter to the Council for their approval regarding the City Council's concern with the proposed changes to Osborne Road.

Councilmembers Nelson and Delfs would have liked to have stronger language in the letter expressing their views but understands the need to be soft in communication with the County this early in the project.

Councilmember Goodboe-Bisschoff inquired as to when the work is proposed to begin. Administrator Buchholtz stated that the County has submitted the grant and the Metropolitan Council allocates the funding. He stated that the project could begin in late 2020 or 2021.

Councilmember Delfs inquired if there are roundabout are being proposed as part of the redesign. Administrator Buchholtz stated that there are no roundabout but single lane with turn lanes are proposed. He stated that the plans have changed several times and new changes allow for safe stop areas for police enforcement.

The consensus of the Council was to approve the draft letter as submitted.

15. Other

Councilmember Goodboe-Bisschoff reported that she attended the School Board meeting. She reported that the Pre-K architectural design was discussed and a video was shown regarding the Young Scholars Program. She asked that the video be presented at a future Council meeting. Administrator Buchholtz noted that he would follow up to schedule it at a future meeting and on cable access.

Councilmember Goodboe-Bisschoff reported that she also attended the Coon Creek Watershed meeting and provided a recap of the Coon Creek Watershed organization and the flooding concerns within Spring Lake Park.

Councilmember Nelson reminded residents of the Beyond the Yellow Ribbon pork chop dinner on January 23, 2017.

16. Adjourn

MOTION BY COUNCILMEMBER NELSON TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting was adjourned at 8:15 PM.


Cindy Hansen, Mayor

Attest:


Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on February 6, 2017 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

Mayor Hansen called the meeting to order at 7:00 P.M.

2. Roll Call

Members Present: Councilmembers Nelson, Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen

Members Absent: None

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Engineer Gravel; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Olivia Alveshere, ABC Newspaper
Paddy Jones, Ham Lake
Richard Matlon, 1376 78th Circle NE
Mike Setterlund, Kraus-Hartig VFW

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Councilmember Nelson asked that Item 6D, Beyond the Yellow Ribbon Donation Acceptance Letter, be removed from the Consent Agenda.

5. Discussion From The Floor

Mike Setterlund from Kraus Hartig VFW presented the City with an American flag and a POW flag to replace the worn out ones at City Hall.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – January 17, 2017
- B. Application of Exempt Permit – North Suburban Chapter of Deer Hunters Association – March 3, 2017 at Kraus-Hartig VFW
- C. Parks and Recreation Commission Appointment Application – Chris Lammers
- D. Contractor's Licenses
- E. Correspondence

MOTION BY COUNCILMEMBER WENDLING TO APPROVE THE CONSENT AGENDA. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

7. Public Works Report

Public Works Director Randall reported that the Public Works Department has been maintaining the ice rinks and warming houses; collecting the garbage at the parks; installed the aerator in Spring Lake; trimming branches on trees; and washing the equipment to ensure it is all in working order. He reported that the Department plowed four times and salted the streets twice in the month of January.

Mr. Randall reported that there were three water main breaks in the City in January and the City assisted the City of Blaine during their water outage in January. He stated that he met with a safety coordinator and performed pre-OSHA inspections in all the City buildings. He reported that he attended a meeting with Anoka County regarding the trail and roadwork on Osborne Road.

Administrator Buchholtz reported that the Osborne Road meeting was very informative and the County Engineering staff is in support of the City's application for CDBG funding for the trail.

8. Ordinances and/or Resolutions

A. Resolution 17-06 Approving Variance from Rear Yard Setback at 1376 78th Circle NE

Administrator Buchholtz provided an overview of the variance request from Richard and Marianne Matlan to allow a reduced rear yard setback to replace an existing attached deck with a four-season porch with attached deck. He reported that the application is in order and notice of the Public Hearing was mailed to residents within 350 feet of the subject property and notice was published in the Spring Lake Park Life newspaper.

Administrator Buchholtz stated that the property is zoned R-1, Single Family Residential. He noted that the lot is odd-shaped due to being on the end of a cul-de-sac, but is approximately 125.25 feet wide by 105 feet deep. He reported the house and attached garage is set back 32 feet from the curb of the cul-de-sac, at its closest point. He stated that rear side of the house is on the rear setback line and there is an existing 2-tier deck attached to the house that extends 30 feet into the rear yard. He stated the upper deck is 14 feet by 14 feet and the lower deck is 16 feet by 12 feet. He noted that there is no variance on record for this attached deck. He stated that the property owner is seeking to remove the 2-tier deck and replace it with a 16 foot by 12-foot four-season porch with an attached 6 foot by 12-foot deck.

Administrator Buchholtz reported that Section 153.224 of the Spring Lake Park City Code allows the City to grant a variance in instances where the strict enforcement of the zoning ordinance would cause practical difficulties in complying with the ordinance because of circumstances unique to the individual property under consideration and when it is demonstrated that the variance is in harmony with the general purposes and intent of the zoning code and the Comprehensive Plan.

Administrator Buchholtz explained that there are three factors to be considered in the practical difficulties test.

1. The property owner proposed to use the property in a reasonable manner not permitted by the zoning ordinance, He noted that staff believed this test is met as a four-season porch and attached deck is a standard accessory use in a residential district.
2. The plight of the landowner is due to circumstances unique to the property not created by the landowner. He noted that the depth of the lot is 20 feet less than the current standard set forth in the City's zoning code. He stated that in addition, the additional right-of-way required to accommodate the cul-de-sac pushed back the front setback for the house, reducing the amount

of rear yard available for a four-season porch.

3. The variance, if granted, will not alter the essential character of the locality. He stated that the existing deck is 388 square feet in size and extends 30 feet into the required 40-foot rear yard setback. He stated the new four-season porch and attached deck is 264 square feet in size and extends 22 feet in to the required rear yard setback. He stated the existing deck is currently nonconforming and would remain so if the variance request is denied.

Administrator Buchholtz stated that the Planning Commission and staff recommends the approval of the variance with the following conditions:

- Applicant must comply with all erosion control requirements during construction and reestablish turf on any areas disturbed by construction.
- Drainage must be handled in such a way as to not deposit storm water onto a neighboring property.
- Applicant shall make application to the City for a building permit for construction of the four-season porch and attached deck.
- Certificate of Occupancy will not be granted unless all conditions of variance are met.

Councilmember Nelson and Goodboe-Bisschoff stated that they had visited the property and feel that the proposed addition would be an asset to the property and the home.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 17-06 APPROVING A VARIANCE FROM THE REAR YARD SETBACK TO ALLOW THE CONSTRUCTION OF A FOUR-SEASON PORCH AND ATTACHED DECK AT 1376 78TH CIRCLE NE. ROLL CALL VOTE: ALL AYES. MOTION PASSED.

B. Resolution 17-07 Approving Conditional Use Permit for Spring Lake Park High School

Administrator Buchholtz reported that the City received a Conditional Use Permit (CUP) application from the Spring Lake School District. He stated that Spring Lake Park High School is proposing an addition to their building. He noted that the school operates under previous CUP from years ago. He reported that the application is in order and notice of the Public Hearing were mailed to residents within 350 feet of the subject property and notice was published in the Spring Lake Park Life newspaper.

Administrator Buchholtz reported that the proposed addition is one story, totaling about 10,000 square feet to be added to the northeast side of the school near the athletic fields. He stated the addition requires the removal of a small parking are. He stated the addition will be substantially screened by the existing building and will blend in with the existing structure. He noted that he did receive some calls from neighbors, who were satisfied that the addition will be minimally visible to the residential neighbors to the north and will not significantly change the overall appearance or massing of the school.

Administrator Buchholtz stated that parking is the only real issue to consider in this request. He reported that the high school has 740 parking spaces now, and a previous review of the school use determined it needed 537 spaces by code, leaving 203 extra parking spaces. He noted that no issues regarding the on-street parking for the high school has been brought to staff or Council since the completion of the Phase II renovations in 2010.

Administrator Buchholtz stated that the proposed 2017 addition adds an additional 10 classrooms with a projected occupancy of 360 students. He reviewed the required parking space formula and reported that

the addition will produce an additional new 87 parking spaces. He noted that the previous 537 required spaces plus the 87 new spaces needed provides 634 required parking spaces once the new addition completed. He noted that the new addition will remove 39 existing spaces, bring the current parking total to 701 therefore, the site is 77 spaces above the minimum requirement.

Councilmember Nelson inquired if a condition could be added that states that any future developments at the high school must comply with the parking standards that are in place currently. He stated that he is very concerned with school parking once again spilling onto the street and he does not want to have the no parking signs placed back up in the neighborhood.

Attorney Thames recommended including a condition stating that all school parking must take place on school property during school hours.

Councilmember Delfs reported that the fees collected from students for parking are used to fund the salary for the security guard and staff who supervise the parking lot.

Administrator Buchholtz reported that staff recommends approval of the Conditional Use Permit for the Spring Lake Park High School addition as submitted, with the understanding that full engineering review of the building, site, grading and drainage will occur at the time of building permit application.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 17-07 CONDITIONAL USE PERMIT FOR SPRING LAKE PARK HIGH SCHOOL EXPANSION WITH THE CONDITION SCHOOL PARKING DURING SCHOOL HOURS MUST BE CONTAINED ON SCHOOL PROPERTY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

9. New Business

A. Schedule Work Session for February 13, 2017

Administrator Buchholtz reported that staff would recommend scheduling a work session on Monday, February 13, 2017 at 6:30 PM. He stated that staff would like to discuss goal setting for 2017 and beyond, 2017-2011 capital improvement plan, and the 2040 Comprehensive Plan update. He noted that Councilmember Goodboe-Bisschoff has also provided a list of items she would like discussed during the work session.

Mayor Hansen inquired to the Council if the meeting time could be changed to 5:30 PM. The consensus of the Council was to change the time of the meeting.

10. Engineer's Report

Engineer Gravel reported that final plans for sewer lining and street construction projects have been reviewed and bids will take place on March 8, 2017. He stated that the bid results will be presented at the March 20, 2017 Council meeting.

11. Attorney's Report

Attorney Thames had no new items to report.

12. ReportsA. Beyond the Yellow Ribbon Report

Councilmember Nelson provided a recap of the pork chop dinner on January 23, 2017. He reminded residents that the dinner is offered on the fourth Monday of every month. He reported that the Beyond the Yellow Ribbon group will have a float in the Tower Days parade.

B. Councilmember Reports

Councilmember Goodboe-Bisschoff reported that she attended the Fire Protection Council meeting on January 26, 2017. She provided a summary of upcoming events that are taking place throughout the month of February.

Councilmember Goodboe-Bisschoff reported that she and Councilmember Delfs attended the League of Minnesota Newly Elected Officials conference in January.

13. OtherA. Administrator Reports

Administrator Buchholtz reported that the City audit will take place in April. He stated that the City will be changing to a new employee drug testing company as the former company no longer will test on site.

Administrator Buchholtz reported that the County has reviewed the block grant application for the proposed project on Osborne Road and he will be attending the hearing on February 14, 2017.

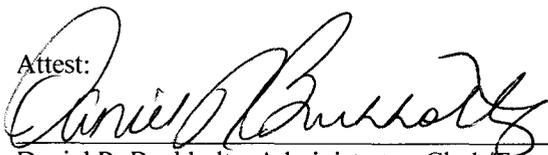
Administrator Buchholtz asked that the Councilmembers be available on April 10, 2017 for a workshop session to receive the final report from Leo A. Daly consulting.

14. Adjourn

MOTION BY COUNCILMEMBER DELFS TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting was adjourned at 7:45 P.M.

Attest:


Daniel R. Buchholtz, Administrator, Clerk/Treasurer


Cindy Hansen, Mayor