

**MINUTES**  
**MAPLE PLAIN PLANNING COMMISSION MEETING**  
**MAPLE PLAIN CITY HALL**  
**June 7, 2018**  
**6:00 PM**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**Planning Commission Chair Michele Bliss called the meeting to order at 6:00 p.m.**

Present: Planning Commission Chair Michele Bliss, Planning Commissioners Mardelle DeCamp, Barbara Korri, Barb Rose and Stephen Shurson. Also Present: Councilmember Caitlin Cahill, City Planner Mark Kaltsas and Assistant to the City Administrator Nicole Kathman.

**3. ADOPT THE AGENDA**

**Motion by Planning Commissioner DeCamp, seconded by Planning Commissioner Shurson, to adopt the agenda. Motion passed, 5-0.**

**4. APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

A. Planning Commission Meeting Minutes – May 17, 2018

Planning Commission Chair Bliss requested to add the word “and” between the words demand and to in the second to last paragraph on the second page.

Planning Commissioner Shurson requested that his comment supporting a trail on the new road be modified to clarify that he supports a trail through the site connecting to Howard. Additionally, Shurson asked that his comment to enhance landscaping and streetscape be modified to clarify that he supports enhancing landscaping along the new road and on the north and east sides of the building.

**Motion by Councilmember Shurson, seconded by Planning Commissioner Rose, to approve the May 17, 2018 Planning Commission Meeting Minutes with requested changes. Motion passed, 5-0.**

**5. NEW BUSINESS**

A. SAC Wireless on behalf of AT&T, (Applicant) and American Tower Asset Sub, LLC (Owner) request that the City consider the following action for

the property located at 5115 Industrial Street (PID No. 25-118-24-13-0014).

- a. A conditional use permit amendment to allow three (3) additional antennae/radios to be located on the existing tower.

City Planner Mark Kaltsas provided an overview of the requested conditional use permit amendment noting that the applicant would like to add 3 additional antennas on the tower south of Industrial Street and north of Willow Street.

Kaltsas described the proposed new antennas and stated the three new antennas stack on top of existing antennas. Kaltsas added that SAC Wireless is also requesting to add a new mainline cable and switch out a cabinet.

Kaltsas stated that he also added a provision to the conditional use permit that the City can administratively approve replacement of antennas consistent in size with the existing ones. If it is not consistent in size or the request is to add more antennas, the conditional use permit must be amended.

**Planning Commission Chair Bliss opened the public hearing at 6:16 p.m.**

The Planning Commission discussed the proposed amendment and asked questions of clarification. Kaltsas noted that only changes triggering the need for a conditional use permit are listed on the application, but in his report, Kaltsas includes all modifications. Additionally, Kaltsas clarified that a third party structural analysis is always required through the building permit process to ensure the tower can handle the modifications.

**Planning Commission Chair Bliss closed the public hearing at 6:25 p.m.**

The Planning Commission requested that two provisions be added to the Conditional Use Permit amendment as presented by Kaltsas. First, the Planning Commission would like to add 2d that states the maximum number of antennas allowed is 39 and 2e that state the cabinet and antennas added must match the color of the existing equipment.

**Motion by Planning Commissioner Shurson, seconded by Planning Commissioner DeCamp, to approve the Conditional Use Permit amendment with the conditions proposed by**

**Kaltsas as well as the Planning Commission's two additional changes. Motion passed, 5-0.**

## **6. OLD BUSINESS**

- A. Elim Care, Inc./Augustana Care, (Applicant) and Maple Plain Gateway Prop., LLC (Owner) request that the City consider the following actions for the property located at 1425 Baker Park Road (PID No.s 25-118- 24-11-0019, 25-118- 24-11-0027, 25-118- 24-11- 0024, 25-118- 24-11- 0025, 25-118- 24-11- 0030, 25-118- 24-11-0026, 25-118- 24-11- 0002).
  - a. Site Plan Review for a new multi-family senior housing development consisting of approximately 135 units of independent living, assisting living and memory care.
  - b. Preliminary Plat to allow the subdivision of the subject properties. Several properties will be combined, new properties and a new public right of way will be created as a part of the proposed development of the subject property.

Planning Commission Chair Bliss opened the public hearing at 6:31 pm. Bliss stated that Elim Care is still working on drafting new plans. Kaltsas explained that due to shifting the new proposed city street south, all the engineering plans and calculations need to be redone.

Bliss asked the Planning Commission about having the Planning Commission meeting on July 12 instead of July 5 due to the holiday and the time that applicant needs. Shurson stated that he would not be able to attend on July 12, but July 10 would work. All other Planning Commissioners were available both days with Rose arriving late on July 10.

Kaltsas stated that the goal is to bring it to City Council on July 16. Kaltsas explained that the City cannot promise that the Planning Commission will not raise issues with the project, but is trying to accommodate Elim's deadlines and timeline.

Kathman stated she would check to see if the July 10 date is possible otherwise the meeting will be held on July 12.

DeCamp shared that she noticed a couple of potential issues with the project. First, DeCamp cited City Code Section 153.029(D)(7) stating that the project needs a conditional use permit because church services are held in the building and it is within 50 feet of residential properties. Other Planning Commissioners disagreed noting the chapel room is not the purpose of the facility. Next, DeCamp cited City Code

Section 153.029(F)(2a)(3c) stating that the setback from the parking lot to residential properties needs to be 20 feet. Kaltsas stated that this requirement is met.

In regards to meeting both of City Code sections cited by DeCamp, Kaltsas stated that the properties to the north are guided mixed-use so that is what the setbacks are applied to. Additionally, Kaltsas added that the Mixed-Use Zoning Ordinance allows City Council to add uses to the list of acceptable uses and this project would be classified as a senior living facility.

Planning Commissioners decided to close the public hearing instead of continuing it to the next meeting with the purpose of notifying surrounding property owners.

**Planning Commission Chair Bliss closed the public hearing at 7:00 p.m.**

## **7. ADJOURN**

**Motion by Planning Commissioner Shurson, seconded by Planning Commissioner Rose, to adjourn the meeting. Motion passed, 5-0. Meeting adjourned at 7:02 p.m.**

**Respectfully submitted,**

**Nicole Kathman  
Assistant to the City Administrator**