

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on March 5, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: Mayor Hansen

Staff Present: Police Chief Ebeltoft; Building Official Brainard; Engineer Gravel; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake, MN

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Discussion From The Floor- None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – February 20, 2018
- B. Approval of Renewal Application for Optional Liquor 2 AM License – Monte's
- C. Contractor's Request for Payment No. 4 – Final – Visu-Sewer, Inc.
- D. Contractor's Licenses
- E. Correspondence

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

7. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on February 5 and February 20; an Employee Safety Training on February 28; the ICC Region III Educational Institute on February 12-16; the North Suburban Building Officials meeting on February 27; and the Planning Commission meeting on February 26.

Mr. Brainard stated that in February 2018, eight building permits were issued compared to 12 in 2017. He reported that seven mechanical permits were issued in February, compared to 10 in 2017. He reported that six plumbing permits were issued and no zoning permits were issued in February 2018.

Mr. Brainard reported construction on the School District #16 Early Childhood Addition and Renovations at 1415 81st Avenue has recently commenced. He reported that a demolition permit was issued for Substance Church for the construction of removing existing inside walls for the future construction of additional classrooms and conference rooms.

Mr. Brainard reported that on February 13, 2018, he received the 2017 Code Enforcement Official of the Year award by the Association of Minnesota Building Officials at the International Code Council Regions III conference. He thanked Permit Technician, Kristine Pearson, for nominating him the award.

Mr. Brainard reported that the February 2018 vacancy listing shows that there are 17 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is down two from last month. There are two vacant/foreclosed commercial property, which remains the same from last month; and five residential properties currently occupied and ready for Sheriff Sale redemption, which is down six from last month. He reported that he did not post any abandoned and/or vacant property notices in month of February; in addition, ten Administrative Offense Tickets were issued by the Code Enforcement Department. He noted that nine of the Administrative Offense Tickets were issued for failure to register rental property for 2018 and have a \$100 administrative fee.

Acting Mayor Nelson congratulated Mr. Brainard on his award and for his hard work and dedication to the City.

8. Ordinances and/or Resolutions

A. Ordinance No. 446 Amending the Spring Lake Park Zoning Code Regarding Commercial/Industrial Parking or Loading Facilities Setbacks; PUD Requirements

Administrator Buchholtz reported that City staff has received inquiries from commercial/industrial property owners about parking lot setbacks. He stated that the setback language is unclear as it is not listed in a performance standard table within Appendix E and is only partially listed within Section 153.132 of the Zoning Code.

Administrator Buchholtz reported that in order to clarify the parking setback standards for commercial and industrial districts within City Code, staff has drafted an amendment to the City Code adding parking lot setbacks to Section (B) of Appendix E.

Administrator Buchholtz stated that the parking setbacks are generally consistent with the existing City Code, with the following exceptions:

- Staff has established a new front yard setback for the commercial districts at 25 feet. The current code could be interpreted to read that parking would not be allowed in front of the existing front yard setback of 40 feet, which would be a hardship and inconsistent with land uses across the City. The 25-foot front yard-parking setback is also a standard setback in many communities around Spring Lake Park.
- The side and rear-parking setback was 15 feet in the I-1 district, with the exception of when a parking lot is adjoining another parking lot. Then, the setback would be zero. The proposed ordinance establishes the setback at 10 feet normally, and 20 feet when the parking lot abuts a residential property. This is consistent with the commercial districts. In addition, the zero setback provision would be repealed.

Administrator Buchholtz reported that with the setback language in Appendix E, Code provisions 153.132(B) and (C) will be repealed.

Administrator Buchholtz stated that Section 3 of the Ordinance corrects a reference error in Section 152.151(B)(1) of the City Code.

Administrator Buchholtz reported that the Planning Commission, after holding a public hearing on the proposed ordinance, recommended approval.

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE ORDINANCE NO. 446 AMENDING SPRING LAKE PARK ZONING CODE REGARDING COMMERCIAL/INDUSTRIAL PARKING OR LOADING FACILITIES SETBACKS; PUD REQUIREMENTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

9. Engineer's Report

Engineer Gravel reported that he has been working on plan reviews and working with Public Works Director Randall on water system reports. He reported that the dredging of the pond at Triangle Park is complete. He stated that the project went well and research is being done on plantings to be placed around the pond to keep the geese away and to create a visual barrier. He noted that the samples from the pond did not show any contaminants complied with the Minnesota Pollution Control Agency requirements.

10. Reports

A. Beyond the Yellow Ribbon Report

Acting Mayor Nelson reported that 62 meals were served at the February pork chop dinner. He reminded residents that the Beyond the Yellow Ribbon business meeting will be held on March 13, 2018 at 6:00 PM and he encouraged any residents to attend who would like to volunteer with the committee.

11. Other

A. Administrator Reports

Administrator Buchholtz reported that he accompanied Building Official Brainard on an inspection at the Dominion project. He stated that the building is progressing nicely. He reported that Dominion has held open houses the past few weeks and 24 leases have been signed.

Administrator Buchholtz reported that the Sunset Grill is making progress on the remodeling of the restaurant. He stated that the new furnace in the basement has been installed and the rooftop units were to be installed in the next week.

12. Adjourn

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

The meeting was adjourned at 7:18 P.M.

Attest:

A handwritten signature in cursive script, appearing to read "Daniel R. Buchholtz", written over a horizontal line.

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

A handwritten signature in cursive script, appearing to read "Robert Nelson", written over a horizontal line.

Robert Nelson, Acting Mayor