

Cambridge Planning Commission Meeting Minutes
Tuesday, July 2, 2019

A regular meeting of the Cambridge Planning Commission was held on Tuesday, July 2, 2019, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Chair Julie Immel, Vice Chair Monte Dybvig, Member Aaron Berg, Member Robert Boese, Member Marisa Harder-Chapman, Member Arianna Weiler and Council Appointee Marlys Palmer.

Members Absent: All members were present.

Staff Present: Community Development Director Marcia Westover.

Call to Order & Pledge of Allegiance

Immel called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Approval of the Agenda

Palmer moved, seconded by Dybvig, to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes

Berg moved, seconded by Boese, to approve the June 4, 2019 minutes as presented. Motion carried unanimously.

Public Comment

Immel opened the public comment period at 7:01 pm and, without any comments, closed the public comment period at 7:02 pm.

New Business

PUBLIC HEARING – Cynthia Erikson Easement Variance for a Lot Line Adjustment
855 Elin's Lake Road SE

Westover stated Cynthia Erikson currently owns two adjacent parcels, 855 Elin's Lake Road SE and 2732 Garfield Place S. Ms. Erikson built a house at 855 Elin's Lake Road SE and the property on Garfield Place S. is vacant. Ms. Erikson is selling the vacant Garfield Place S. property, but would like to adjust the lot line between the two parcels before she sells.

Westover explained the lot line is proposed to be adjusted slightly to accommodate a larger back yard for the 855 Elin's Lake Road SE property. When this property line is moved, the existing drainage and utility easements are no longer necessary and need to be vacated. New drainage and utility easements will be reinstated/conveyed with the new lot line as shown on the Lot Line Adjustment sheet prepared by LHB Surveying. Westover stated drainage and utility easements along property lines are required standards for all parcels within the city.

Westover stated the Lot Line Adjustment prepared by LHB Surveying will be reviewed administratively by City staff and then recorded at the Isanti County Recorder's office. The Planning Commission must hold a public hearing for any easement no longer necessary as part of a lot line adjustment.

Immel opened up public hearing at 7:04 pm. Hearing no comments, the public hearing was closed at 7:05 pm.

The Commissioners discussed and confirmed that there are no existing utilities running through this existing easement, there is room to build a house on this parcel since the 75 foot width requirement in the shoreline zoning district is met, and there will be room for adding future utilities.

Boese moved, seconded by Dybvig, to recommend the City Council approve the Resolution as presented, allowing the vacation of the drainage and utility easements for 855 Elin's Lake Road SE. Motion carried unanimously.

Comprehensive Plan Review – Chapters 4 & 5

Westover explained that as part of the updated 2017 Comprehensive Plan process, it was determined that staff and the Planning Commission would review the goals and policies of the plan on a regular basis. This review is of Chapter 4 (Transportation) and Chapter 5 (Utilities and Community Facilities).

Westover stated staff is following the recommendation from Stantec, the consulting group that helped the City update the Comp Plan in 2017, to review the Comp Plan goals and policies to help the Commissioners keep these goals fresh in their minds as they discuss and decide on issues that are brought before them for review. The goals and policies may change over the years as the City grows.

The Commissioners and Westover reviewed the goals and policies together, had good discussion and made no changes.

Other Business/Miscellaneous

City Council Update

Palmer updated the Commission on the last City Council meeting. Palmer shared the success of the Love Your City and the Third Thursday events and felt these opportunities have resulted in positive comments from Cambridge citizens.

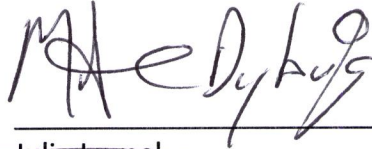
Westover stated the Council approved the Interim Use Permit (IUP) renewal resolutions for North Metro Auto Sales and Valder's Vehicles, the accessory structure variance resolution for Ryan Nelson and the ordinance for mobile food carts/food vendors.

Parks Commission Update

Westover stated the last Parks, Trails, and Recreation Commission was a parks bus tour by the Parks Commission. Westover stated the splash pad concept is still being researched and discussed by staff.

Adjournment

Being no further business before the Cambridge Planning Commission, Dybvig moved, seconded by Berg, to adjourn the regular meeting at 8:04 pm. Motion carried unanimously.



~~Julie Immet~~
Cambridge Planning Commission Chair

ATTEST:



Marcia Westover, Community Development Director