



City of Blaine

Planning Commission

February 11, 2025 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order

The Blaine planning commission met in the City Hall Chambers on Tuesday, February 11, 2025. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

Members Present: Commission Members Gorzycki, Homan, Olson, Swanson, and Chair Goracke.

Members Absent: Commission Members Deonauth and Halpern.

Staff Present: Sheila Sellman, Assistant Community Development Director
Teresa Barnes, Project Engineer

3. Approval of Minutes

3.1. 2024-473 Approval of the December 10, 2024 Planning Commission Minutes.
Sponsors:

Motion by Commissioner Olson to approve the minutes of December 10, 2024, as presented. Motion seconded by Commissioner Homan. The motion passed 5-0.

4. Public Hearing

4.1. 2025-1 Case File No. 24-0073 // Herbst Raich Investments, LLC (Meadowland Estates West) // 2741 and 2775 125th Avenue NE
The applicant is requesting preliminary plat approval to subdivide 19.24 acres into 2 single family lots, 28 townhome lots, common space and one outlot to be known as Meadowland Estates West.
Sponsors: Sheila Sellman, Assistant Community Development Director

The report to the planning commission was presented by Sheila Sellman, Assistant Community Development Director. The public hearing for Case File 24-0073 was opened at 7:06PM. As no one spoke on this item, the public hearing was closed at 7:06PM.

Motion by Commissioner Olson to recommend approval of Planning Case 24-0073 based on the following conditions:

Case 24-0073:

- 1. The developer is responsible for recording plat mylars with Anoka County. Proof of recording must be provided prior to issuance of building permits.**
- 2. Park dedication is required for the 28 new lots/units being constructed at the rate of \$4,894 per unit (2025 rate), for a total park dedication fee of \$137,032. This amount must be paid prior to releasing the plat mylars for recording at Anoka County.**
- 3. All development signage by separate review.**
- 4. The required tree preservation includes 11 trees planted onsite. This is part of the overall landscape that includes 84 trees be planted.**
- 5. The Developer is responsible for recording the plat mylars with Anoka County. Proof of recording must be provided to the City prior to issuance of building permits.**
- 6. Execution and recording of a Development Agreement which sets forth in greater detail the plat conditions as well as other responsibilities for the development of this plat.**
- 7. The overall development shall be certified by a professional engineer licensed in the State of Minnesota and indicate all structures shall be protected from flooding.**
- 8. Plans and specifications must be approved by the City prior to start of construction.**
- 9. An Anoka County right-of-way permit is required prior to start of any site work.**
- 10. Coon Creek Watershed District (CCWD) permit is required prior to city approval of construction plans and specifications.**
- 11. Development requires a National Pollutant Discharge Elimination System (NPDES) Phase II General Storm Water Permit for Construction Activity from Minnesota Pollution Control Agency (MPCA). A prerequisite to the MPCA permit application includes preparation of a site Storm Water Pollution Prevention Plan (SWPPP) for the development site.**
- 12. Construction contract documents shall include a mass (rough) grading, erosion protection, sediment control, development, utilities, roadway, and storm drainage plan sheets. Supporting wetland delineation report, geotechnical investigation report, soil boring logs, and hydrology report shall be included in the submittal for city review and approval.**
- 13. The grading plan shall provide greater detail on protecting existing trees and provide additional information on adjacent property.**
- 14. Standard utility and drainage easements must be dedicated along all lot lines and over areas of delineated wetlands, wetland mitigation, infiltration trenches, drainage swales, and storm water management ponds.**

15. A protective buffer strip of natural vegetation, at least 15-feet in width (but 25-feet is preferred), shall surround all wetlands. This buffer strip shall be placed in easement.
16. The Developer is to provide access for inspection and maintenance of storm water management infrastructure. Restrictions will be placed on lot lines as needed to limit fences and landscaping to ensure access.
17. The developer has responsibility to construct any required improvements to 125th Avenue NE associated with this development per Anoka County plat review comments.
18. All local public streets require dedication of 60 feet of right-of-way and shall be constructed to 29 feet back-to-back of width.
19. All streets will follow the Anoka County street-name grid system.
20. Streetlights shall be installed in the manner, location and type prescribed by the City Engineer. The Developer shall pay the costs of all the street lighting installations. The City agrees to pay the cost of maintaining the portion of lights that are installed that reflect the normal and typical lighting requirements of the City. Additional lights, and those within neighborhoods that are installed by the Developer will be required to be maintained by the Homeowners Association.
21. Hydrant locations must be reviewed and approved by the Fire Department.
22. The 2025 rate for Sanitary Sewer District 6 is \$8,229 per upland acre and will be applied to the acreage platted. This phase is proposing to develop approximately 5 acres of upland for a total sewer area charge of \$41,145.
23. Water and sanitary sewer availability charges (WAC & SAC) become due with each building permit at the rate established at the time the building permit is issued.
24. Developer shall explore water source for landscape irrigation systems installed throughout the development, including the possible use of created ponds or storm water reuse.
25. Developer to install grouped mailboxes with design and locations approved by the City and US Postal Service.
26. As-built surveys shall be required to verify structure elevations, custom grading requirements, and final lot grading elevations.
27. The Developer shall process a Letter of Map Change with FEMA prior to issuance of building permits within the unnumbered A-Zone on the FEMA flood map. Developer shall provide all FEMA paperwork and structure as-built surveys to homeowners at time of lot closing. Developer is responsible for following through with FEMA as necessary to receive final FEMA documents and to provide those documents to the homeowners, and to record the final documents on the certificate of title for each parcel in the development.
28. Developer to require homeowner's associations to be responsible for maintenance and upkeep of landscape improvements along and within the right-of-way.

Motion seconded by Commissioner Swanson. The motion passed 5-0.

Chair Goracke noted this would be on the agenda of the March 3, 2025 city council meeting.

5. Adjournment

**Motion by Commissioner Homan to adjourn the regular planning commission meeting.
Motion seconded by Commissioner Gorzycki. The motion passed 5-0.**

Adjournment time was 7:07PM.