

***PLANNING AND ZONING COMMISSION REGULAR MEETING  
FEBRUARY 8, 2022***

The Regular Bi-Monthly Meeting of the Andover Planning and Zoning Commission was called to order by Chairperson Bert Koehler IV on February 8, 2022, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners present: Karen Godfrey, Mary VanderLaan, Nick Loehlein, Scott Hudson, Wes Volkenant (remote), Jonathan Shafto

Commissioners absent:

Also present: Community Development Director Joe Janish  
City Planner Peter Hellegers  
Associate Planner Jake Griffiths  
Others

***PLEDGE OF ALLEGIANCE***

***OATH OF OFFICE***

Vice Chairperson Godfrey administered the oath of office to Bert Koehler IV. Chairperson Koehler administered the oath of office to Scott Hudson.

***APPOINTMENT OF CHAIRPERSON AND VICE CHAIRPERSON***

***Motion*** by VanderLaan, seconded by Koehler, to appoint Karen Godfrey as Chairperson of the Planning and Zoning Commission. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

**Motion** by Koehler, seconded by Godfrey, to appoint Nick Loehlein as Vice Chairperson of the Planning and Zoning Commission. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

### ***APPROVAL OF MINUTES***

*December 28, 2021, Regular Meeting*

Associate Planner Griffiths requested a change to Page 2, Line 22: delete “stated”.

**Motion:** Chairperson Koehler assumed a motion to approve the December 28, 2021, Regular Meeting minutes as amended. Motion carries by unanimous consent.

*January 25, 2022, Workshop Meeting*

**Motion:** Chairperson Koehler assumed a motion to approve the January 25, 2022, Workshop Meeting minutes as presented. Motion carries by unanimous consent.

***PUBLIC HEARING: — CONSIDER LOT SPLIT REQUEST DIVIDING EXISTING PROPERTY INTO NORTHERLY AND SOUTHERLY PORTIONS - PIN 17-32-24-13-0007; 3415 163<sup>rd</sup> LANE NW — (APPLICANTS — RACHEL HUMNICK/JAIME HUMNICK)***

The Planning Commission is requested to hold a public hearing and make a recommendation to the City Council regarding a lot split at 3415 – 163<sup>rd</sup> Lane NW. City Planner Hellegers identified the location of the parcel on a map and stated parcel B is the one to be developed. He stated the parcels are zoned R-1 and not on City water/sewer.

**Motion:** Chairperson Koehler assumed a motion to open the Public Hearing at 7:12 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

Commissioner Volkenant asked if the property owner was concerned about people taking shortcuts from the park through their property.

Jaime Humnick, 3415 – 163<sup>rd</sup> Lane NW, came forward and stated it is always a concern. He stated on occasion people have wandered, but it is not an issue.

**Motion:** Chairperson Koehler assumed a motion to close the Public Hearing at 7:15 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

**Motion** by Hudson, seconded by VanderLaan, to recommend approval of a lot split to subdivide two parcels in the R-1 single family rural district for the property located at 3415 163<sup>rd</sup> Lane NW. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

Mr. Hellegers stated the item will go before Council on March 1, 2022.

***PUBLIC HEARING: CONSIDER PRELIMINARY PLAT REQUEST FOR SOUTHERLY PORTION OF SUBJECT PROPERTY - PIN 17-32-24-13-0007; 3415 163<sup>rd</sup> LANE NW — (APPLICANTS — RACHEL HUMNICK/JAIME HUMNICK)***

The Planning Commission is requested to hold a public hearing make a recommendation to the City Council regarding a preliminary plat for the property located at 3415 163<sup>rd</sup> Lane NW. City Planner Hellegers presented the preliminary plat for the parcel and stated the applicant intends to have his children build homes on the two properties.

Commissioner Godfrey asked who is responsible for removing the temporary cul-de-sac and building the new one, and who is responsible for maintenance. Mr. Hellegers stated

the developer is responsible for construction of cul-de-sac and the City will take ownership and maintain it.

Commissioner Volkenant asked if the cul-de-sac would give access to any other developments in the future. Mr. Hellegers stated the cul-de-sac does not provide access to the property to the south.

Chairperson Koehler asked if the property owner to the east was notified of the public hearing. Mr. Hellegers stated they were notified.

Commissioner Loehlein asked if the cul-de-sac is standard. Mr. Hellegers stated temporary cul-de-sacs are narrower and permanent cul-de-sacs are 90 feet.

**Motion:** Chairperson Koehler assumed a motion to open the Public Hearing at 7:25 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

No one appeared before the Commission

**Motion:** Chairperson Koehler assumed a motion to close the Public Hearing at 7:26 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

Commissioner Shafto asked if the development is going to change anything for Pine Hills North Park. Mr. Hellegers stated the park will not be affected. Commissioner Shafto asked if there were concerns that there is no boundary between the park and the new lots. Commissioner VanderLaan stated the issue already exists.

Chairperson Koehler asked if there is anything preventing the property owners from putting up a fence. Mr. Hellegers stated they can build a fence if they are outside the easement and it doesn't impact drainage.

Commissioner Volkenant asked the distance from the back of the house to the park. Community Development Director Janish estimated the distance is 120 feet. Mr. Hellegers stated the property owner can construct a fence or add landscaping.

**Motion** by Hudson, seconded by Shafto, to recommend approval of the preliminary plat for Humnicks Grove.

Commissioner Loehlein asked why they are splitting the lot and only platting part of it. Mr. Hellegers stated it is the way Code is written.

Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

Chairperson Koehler stated the item will go before Council on March 1, 2022.

***PUBLIC HEARING: — CONSIDER REZONING REQUEST — AMEND ZONING BOUNDARIES BETWEEN NEIGHBORHOOD BUSINESS (NB) AND MULTIPLE DWELLING (M- 2) ZONING DISTRICTS WITHIN PARCEL — PIN 30-32-24-43-0018; UNADDRESSED PARCEL — BLAINE WATERS, QUEST DEVELOPMENT (APPLICANT — LGA ANDOVER LLC)***

The Planning Commission is requested to hold a public hearing and make a recommendation to the City Council regarding a rezoning request to change the boundary between Neighborhood Business (NB) and Multiple Dwelling (M-2) for PIN 30-32-24-43-0018. Community Development Director Janish stated the development will have a road going through the property which will separate residential from business.

Commissioner Loehlein asked, if when the original zoning was done, the City did not anticipate Inca Street. Mr. Janish stated that is a fair statement.

**Motion:** Chairperson Koehler assumed a motion to open the Public Hearing at 7:40 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye  
Volkenant - aye  
Motion carries unanimously.

No one appeared before the Commission.

**Motion:** Chairperson Koehler assumed a motion to close the Public Hearing at 7:41 p.m.  
Motion was taken by roll call.

Godfrey - aye  
Hudson - aye  
VanderLaan - aye  
Koehler - aye  
Shafto - aye  
Loehlein - aye  
Volkenant - aye  
Motion carries unanimously.

**Motion** by VanderLaan, seconded by Godfrey, to recommend approval of amending the zoning boundaries between Neighborhood Business and Multiple Dwelling zoning districts within parcel PIN 30-32-24-43-0018. Motion carries unanimously. Motion was taken by roll call.

Godfrey - aye  
Hudson - aye  
VanderLaan - aye  
Koehler - aye  
Shafto - aye  
Loehlein - aye  
Volkenant - aye  
Motion carries unanimously.

Mr. Janish stated the item will go before Council on February 15, 2022.

***PUBLIC HEARING: — CONSIDER REQUEST FOR PRELIMINARY PLAT TITLED “ANDOVER CROSSINGS” — PIN 30-32-24-43-0018; UNADDRESSED PARCEL — BLAINE WATERS, QUEST DEVELOPMENT (APPLICANT — LGA ANDOVER LLC)***

The Planning Commission is requested to hold a public hearing and make a recommendation to the City Council regarding a preliminary plat for Andover Crossings. Community Development Director Janish explained the plat includes 2 residential properties and 4 commercial lots. He displayed the preliminary plat and identified access points. Mr. Janish reviewed the staff report with the Commission.

Commissioner Godfrey asked for confirmation that the preliminary plat has not changed significantly since the Commission last saw it. Mr. Janish stated the Commission saw the Planned Unit Development and it has not changed much.

Commissioner Hudson asked if changes are made to the commercial area, will the Commission review it. Mr. Janish stated if significant changes are made, it will come back to the Commission and City Council.

Chairperson Koehler asked about overflow parking for the assisted living facility. Mr. Janish stated the applicant has provided proof of parking. Chairperson Koehler asked if the lot is full, where do the additional cars go. Mr. Janish stated the property owner will work that out privately and since they meet City standards, the City cannot require additional parking.

Commissioner VanderLaan asked if the new width of parking stalls will apply to this development. Mr. Janish stated the requirement for stall width will go into effect when it is adopted. He stated if a site plan shows 10-foot stall width, the developer needs to stripe it that way. Mr. Janish stated a business can submit a revised site plan and show 9-foot-wide stalls.

**Motion:** Chairperson Koehler assumed a motion to open the Public Hearing at 7:53 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

No one appeared before the Commission.

**Motion:** Chairperson Koehler assumed a motion to close the Public Hearing at 7:54 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

Commissioner Volkenant stated he is concerned about parking for the assisted living facility and the apartment building. He stated he is concerned about traffic and feels the City is creating a knot on 7<sup>th</sup> Avenue. He is concerned about the proximity of the new stop light to the light at 7<sup>th</sup> Avenue and Bunker.

Chairperson Koehler stated he agrees with Commissioner Volkenant and the City and County can make adjustments if there are traffic issues.

Commissioner Godfrey thanked the developers for their responsiveness to the City's and the public's comments.

**Motion** by Godfrey, seconded by Loehlein, to recommend approval of the preliminary plat presented as Andover Crossings. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye

Motion carries unanimously.

Mr. Janish stated the item will go before Council on February 15, 2022.

### ***OTHER BUSINESS***

Associate Planner Griffiths announced the Commission will meet on February 22, 2022.

Chairperson Koehler noted there will be a change to the City's preliminary plat process. He asked staff to add the preliminary plat process to a Commission Workshop.

Commissioner Hudson thanked Chairperson Koehler for his leadership and many years of being Chairperson.

### ***ADJOURNMENT***

**Motion:** Chairperson Koehler assumed a motion to adjourn the meeting at 8:05 p.m. Motion was taken by roll call.

Godfrey - aye

Hudson - aye

VanderLaan - aye

Koehler - aye

Shafto - aye

Loehlein - aye

Volkenant - aye



*Regular Andover Planning and Zoning Commission Meeting  
Minutes – February 8, 2022*

Page 9

Motion carries unanimously.

Respectfully Submitted,

Shari Kunza, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*