

***REGULAR ANDOVER CITY COUNCIL MEETING – JUNE 7, 2022  
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Sheri Bukkila, June 7, 2022, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Valerie Holthus, Jamie Barthel, Ted Butler, and Randy Nelson

Councilmembers absent: None

Also present: City Administrator, Jim Dickinson  
Public Works Director/City Engineer, Dave Berkowitz  
Associate Planner, Jake Griffiths  
City Attorney, Scott Baumgartner  
Others

***PLEDGE OF ALLEGIANCE***

***RESIDENT FORUM***

No one appeared before the Council.

***AGENDA APPROVAL***

Mayor Bukkila announced supplemental information for Item 18.

***Motion*** by Nelson, Seconded by Barthel, to approve the Agenda as amended. Motion carried unanimously.

***APPROVAL OF MINUTES***

*May 17, 2022 Regular Meeting Minutes*

**Motion** by Barthel, Seconded by Nelson, to approve the May 17, 2022 Regular Meeting Minutes as presented. Motion carries 4 ayes, 1 present (Butler).

***CONSENT ITEMS***

- Item 2 Approve Payment of Claims
- Item 3 Award Bid/22-18, Pine Hills North & South Parking Lot Paving/22-22, Dog Park Parking Lot & Trail Paving/22-26, City Hall Parking Lot Reconstruction/22-29, Oak Bluff Park Basketball Court/22-32, Veterans Memorial Boulevard NW Parking Area (See Resolution R041-22)
- Item 4 Approve JPA with City of Anoka for 4151 141<sup>st</sup> Avenue NW
- Item 5 Approve JPA with Anoka County/Reconstruction of Bunker Lake Boulevard NW
- Item 6 Approve Lease Agreement with the Anoka-Hennepin School District/2022 Andover Family Fun Fest
- Item 7 Designation of Business Administrator/Electronic Funds Transfers (See Resolution R042-22)
- Item 8 Approve Resolution Accepting Contribution from Andover Football Association (See Resolution R043-22)
- Item 9 Approve Refuse/Recycler Hauler Licenses
- Item 10 Accept Contribution/Moms Club Andover-Ramsey/Andover Community Center (See Resolution R044-22)
- Item 11 Approve Resolution Accepting Contribution for the Veterans Memorial (See Resolution R045-22)
- Item 12 Approve Resolution Accepting CenterPoint Community Safety Grant (See Resolution R046-22)
- Item 13 Approve Temporary Intoxicating Liquor License/Fun Fest
- Item 14 Approve Appointment-Receptionist/Building Permit Technician
- Item 15 Approve Used Vehicle Sales License
- Item 16 Approve Revised Final Plat-Fields of Winslow Cove (See Resolution R047-22)

**Motion** by Butler, Seconded by Barthel, to approve the Consent Agenda as read. Motion carries unanimously.

***CONSIDER CONDITIONAL USE PERMIT (CUP) REQUEST – DRIVE THROUGH WINDOW – PID# 30-32-24-43-0018 – 14524 INCA STREET NW – BORDER FOODS, LLC (APPLICANT)***

The City Council is requested to consider a Conditional Use Permit (CUP) for a drive-through window for Border Foods, LLC. Associate Planner Griffiths identified the location of the business and described the uses surrounding it. Mr. Griffiths displayed the site plan, access

points, landscape plan, and vehicle stacking plan. He stated the Planning and Zoning Commission held a public hearing and recommended approval.

Councilmember Holthus inquired about pedestrian access to the facility and where they would cross. Mr. Griffiths identified the crosswalk across Inca Street and stated pedestrians would cross the parking lot where cars can drive.

Councilmember Holthus asked if sidewalks were being planned for the site. Mr. Griffiths stated there will be sidewalks leading into the site and along the front of the building. Mayor Bukkila stated the sidewalk runs directly into the shrubbery and the shrubbery won't survive.

City Administrator Dickinson stated the purpose of the Conditional Use Permit is for the drive-through window. He stated the commercial site plan review will address pedestrian access.

**Motion** by Holthus, Seconded by Nelson, to adopt Resolution R048-22 approving the Conditional Use Permit request for a drive-through window for the proposed business located at 14524 Inca Street NW. Motion carried unanimously.

***SKETCH/PUD CONCEPT PLAN REVIEW – ANDOVER SENIOR CAMPUS – PID# 30-32-24-43-32-0006 AND PID# 23-32-24-33-0002 – SILVERCREST PROPERTIES, LLC (APPLICANT)***

The City Council is asked to review a sketch plan for a mixed use Planned Unit Development (PUD) for the undeveloped site at the southeast corner of Bunker Lake Boulevard and Crosstown Boulevard. Associate Planner Griffiths identified the location of the proposed development and stated it has been anticipated that the area would develop as a mixed-use site with commercial and residential. Mr. Griffiths displayed the site plan. He stated the western building would consist of sections ranging from 1 story to 4 stories. This building would include space for ground level commercial, independent living, assisted living and memory care. The eastern building is proposed to be a 3 story senior cooperative, and proposed to be constructed at a later date. Both buildings are expected to have a combination of underground parking and surface parking.

Mr. Griffiths identified the access points: right-in/right-out on Crosstown Boulevard, emergency access off of 150<sup>th</sup> Lane, and an access on Bluebird Street. He stated the Fire Department is reviewing emergency access and the City is reviewing traffic impacts. Mr. Griffiths described the landscaping and buffering plan and stated the developer will attempt to keep as many existing trees as possible. Mr. Griffiths presented the potential code deviations for the Planned

Unit Development: building height and underground parking stall width. Mr. Griffiths stated the site would need to be rezoned and have a Comprehensive Plan Amendment.

Mr. Griffiths stated the Park and Recreation Commission reviewed the sketch plan. The developer is proposing a trail along the south side of Crosstown Boulevard and pickleball courts.

Mr. Griffiths stated the Planning and Zoning Commission held a public hearing on May 24, 2022 where many residents were present. He stated the comments are included in the staff report. Mr. Griffiths stated the majority of concerns were regarding traffic and impacts on the surrounding neighborhood. Mr. Griffiths outlined the following steps needed for the project to move forward.

Councilmember Holthus asked when the traffic study would be completed. Public Works Director/City Engineer Berkowitz stated the traffic study is currently in draft form and when the developer has clearer information on the access points, the traffic study can be finalized.

Councilmember Nelson inquired why the access point on Bluebird Street wasn't a full access. City Administrator Dickinson stated it is currently shown as full access. Mayor Bukkila stated the Council needs to give feedback on the access points.

Councilmember Butler asked for more information about how the property is guided in the Comprehensive Plan. He stated the western section along Hanson Boulevard is guided commercial and asked what the maximum height of a commercial property could be. Mr. Griffiths stated the maximum height in a commercial district is 45 feet. Councilmember Butler asked what the density of the residential section was. Mr. Griffiths stated the property is currently guided 4-8 units per acre. Councilmember Butler asked what kind of housing would be appropriate for 4-8 units per acre. Mr. Griffiths stated it would be small lot detached homes or row homes.

Mayor Bukkila asked the Council to address the emergency access off of 150<sup>th</sup> Lane. Mr. Griffiths stated the Fire Department is ensuring proper access to fight fires on the property and the access could change. City Administrator Dickinson stated the Council can provide feedback if they feel the access on 150<sup>th</sup> Lane should connect to the parking areas or remain an emergency access point. Mayor Bukkila stated she feels it should remain an emergency access.

Councilmember Butler stated it wouldn't make sense to make it a full access because the only direction you can go is north on Hanson Boulevard.

Councilmember Holthus asked if the memory care/assisted living building is as far west as it can

go. Mr. Griffiths stated it is as far west as it can due to a power line easement.

Mayor Bukkila inquired about the arc below the memory care unit and asked if it was a fenced in area. She stated the applicant is nodding and stated it is a fence.

The Council reached consensus that 150<sup>th</sup> Lane remains emergency access.

Mayor Bukkila asked the Council to discuss the Bluebird Street access. Mr. Griffiths stated Bluebird Street is currently proposed as full access and the traffic study will determine the impact on the neighborhood. He stated the Bluebird Street access point is the only one that provides full access.

Mayor Bukkila stated the Council has provided feedback to the developer about the site plan and indicated they have made many changes. She stated her concern with the traffic loops is the headlight exposure on the properties to the south.

Mayor Bukkila spoke to the audience and stated she knows they are vested in the process. She said this is a concept plan and the Council is tuned in to the public feedback. She requested the audience listen to the comments and feedback of the Council.

Mayor Bukkila stated she is concerned about the impact of headlights on the neighbors to the south. Councilmember Butler stated he doesn't believe there will be a lot of late-night traffic due to the senior housing. He agrees there should be significant screening. Mayor Bukkila stated she will be open to a fence. Councilmember Holthus stated natural screening is better looking than a fence and suggested a fence with natural screening. She stated there will not be as much traffic as other uses.

Councilmember Holthus stated she thinks about the best use of this site every day. She feels a senior development will be a better neighbor than a strip mall. She doesn't worry about too much traffic. Councilmember Holthus asked if staff has information about traffic from the other senior residences in Andover and if they received any complaints. Mr. Dickinson stated the only complaints the City has received has been from Presbyterian Homes relative to street parking. Mr. Dickinson reviewed the City's current senior housing developments and their proximity to homes. Mr. Berkowitz stated there have not been concerns about volumes of traffic.

Councilmember Barthel asked for the height of Presbyterian Homes. Mr. Dickinson stated it is three stories and approximately 35-40 feet tall.

Mayor Bukkila stated she is not in favor of the location of the pickleball courts. She said they are too close to the neighboring homes. Councilmember Butler suggested shifting the pickleball courts to the west. Mayor Bukkila stated she likes the recreation component but doesn't feel pickleball is the right fit.

Councilmember Barthel stated he is not in favor of the project but is concerned about the increase in density, decrease in commercial, and a four-story building is not what he envisioned for the City.

Mayor Bukkila asked the Council to discuss the height of the building. She stated the Council was not in favor of 4 stories, but if it was proposed, to push it close to Hanson Boulevard and incorporate graduated heights. Mayor Bukkila stated she is not in favor of the project, but believes people have the opportunity to have feedback. She stated the developer should have the opportunity to alter the design to accommodate the majority of the Council. Councilmember Nelson agrees and is not 100% for the project. He stated he has received calls about the project. He is opposed but is open to ideas. Councilmember Nelson stated the concerns he hears are about traffic and the height.

Mayor Bukkila stated it is a risk to the developer to vet the community and come up with a design or proposal that will fit. She stated they offer a beautiful product with great amenities but feels it is too big for the space they are going into. Mayor Bukkila stated a 4-story commercial building could be built on the property and not need Council approval. She stated that would have five times as much traffic as the current design. Mayor Bukkila stated the current design will bring in more tax revenue than a commercial building. She stated the developer has engaged the public and altered their design to accommodate comments. Mayor Bukkila noted the Council is looking at the best fit for the property with the least amount of impact on the surrounding neighborhood. She stated she didn't want to give up the commercial space and it holds a value. Mayor Bukkila inquired if the senior complex could be less than 4 stories.

Councilmember Butler stated his biggest concern is the traffic flow. He would like the traffic to go onto Crosstown and improve the access from Bluebird Street to Crosstown Boulevard. Councilmember Butler stated he is looking at the project from the neighborhood perspective. He stated the land is privately owned and guided for commercial and residential. Councilmember Butler stated the PUD process gives the Council more input. He is not swayed by the height of the building. He stated SilverCrest offers a high-quality product and will provide a benefit for Andover residents. Councilmember Butler reiterated his biggest concern is traffic flow and keeping traffic on Crosstown Boulevard.

Mayor Bukkila stated she cannot give more guidance without the shade or traffic study. Mr. Dickinson summarized Council's input: keeping 150<sup>th</sup> Lane emergency access only, work to limit access off of Bluebird Street, making sure traffic flows are adequate, be cognizant of lights to the south, move pickleball location, and encourage graduated elevations, He stated Council has concerns about the density, commercial decrease, and the biggest overall concern is traffic flow. Mayor Bukkila stated any traffic solution needs to take into consideration an aging population of drivers.

Mr. Dickinson stated the alternative is developing the land as 6 acres of commercial which could be up to 60,000 square feet. He asked the Council if it is important to have commercial as part of this project. The Council agreed it was important.

Jack Collins, with SilverCrest Properties, came forward and thanked the Mayor, Council, and staff. He agrees the Council has valid concerns and is working on resolving them. He stated they will take the input and mold it into something that is acceptable for the City, residents, and his company.

Mr. Dickinson stated if the applicant chooses to move forward, there will be a public notice process and mailings to residents within 350 feet of the project. Mayor Bukkila stated the process has been informal and designed to give public feedback. She stated there is nothing to vote on as of now.

### ***RESCHEDULE AUGUST 2, 2022 COUNCIL MEETING***

***Motion*** by Butler, Seconded by Nelson, to reschedule the Tuesday, August 2, 2022 to Thursday, August 4, 2022. Motion carried unanimously.

### ***ADMINISTRATOR'S REPORT***

City Staff updated the Council on the administration and city department activities, legislative updates, updates on development/CIP projects, and meeting reminders/community events.

***(Administration)*** Mr. Dickinson stated the City is working with developers on short and long-term projects. Mr. Dickinson updated the Council on meetings he is attending. He stated he is meeting with MPCA and the Met Council. City Departments are working on the 2023 Budget. The City is at 45 new home permits year to date. Mr. Dickinson thanked Mr. Griffiths for subbing at the meeting tonight.

**(Public Works/City Engineer)** Mr. Berkowitz stated the water tower will not be green, but yellow. Mill and overlay project is well underway. Council will have a joint Council/Park and Recreation meeting at the June Workshop. 2022 Street Reconstruction project is going well. The City Hall parking lot, Pine Hills North and South parking lots, and the joint dog park lot will be completed this summer.

Councilmember Butler asked when the water tower painting will be done. Mr. Berkowitz stated the goal is by the end of June to be ready for Andover Fun Fest. He indicated the wind speed determines if they will be done on time. Councilmember Butler asked how often water towers get repainted. Mr. Berkowitz stated the original coating lasted 18 years. The latest coating lasted 14 years. He is hoping the new coating will last 25 years.

Councilmember Nelson asked when the mill and overlay project will be complete. Mr. Berkowitz stated it will be a couple more weeks. Councilmember Holthus stated Timber Rivers looks really nice.

#### ***MAYOR/COUNCIL INPUT***

**(Veterans Memorial Dedication Planning Committee)** Councilmember Barthel thanked the planning committee members. He stated they did a phenomenal job. Councilmember Barthel was impressed with the turnout, the organization, and the speakers. Committee members: Sheila Menz, Danielle Lenzmeier, Kristy Wisniewski, Todd Lindorff, Jason Baumunk, Girish Uprety, and Dave Berkowitz. He stated residents can watch it on QCTV. Mr. Berkowitz stated the website has been updated with information from the ceremony. Councilmember Barthel also thanked the Public Works team and the Fire Department staff. Mayor Bukkila added that workers brought their spouses and kids to help. She stated it looked effortless and was planned well. She indicated applications for the bricks can be purchased. Councilmember Nelson stated Councilmember Barthel did a great job as emcee. Mayor Bukkila thanked Councilmember Barthel for being the emcee.

**(Code Enforcement)** Mayor Bukkila encouraged residents to mow their lawns and be respectful of each other.

**(Family Fun Fest)** Mayor Bukkila announced that Family Fun Fest is July 8<sup>th</sup> and 9<sup>th</sup> and is planned by a volunteer committee and encouraged residents to get involved.

#### ***ADJOURNMENT***



**Motion** by Barthel, Seconded by Nelson, to adjourn. Motion carries unanimously. The meeting adjourned at 8:35 p.m.

Respectfully submitted,  
Shari Kunza, Recording Secretary  
*TimeSaver OffSite Secretarial, Inc.*

**REGULAR ANDOVER CITY COUNCIL MEETING MINUTES – JUNE 7, 2022**  
**TABLE OF CONTENTS**

PLEDGE OF ALLEGIANCE..... 1  
 RESIDENT FORUM..... 1  
 AGENDA APPROVAL..... 1  
 APPROVAL OF MINUTES..... 1  
 CONSENT ITEMS..... 2  
 Item 2 Approve Payment of Claims..... 2  
 Item 3 Award Bid/22-18, Pine Hills North & South Parking Lot Paving/22-22, Dog Park  
 Parking Lot & Trail Paving/22-26, City Hall Parking Lot Reconstruction/22-29, Oak  
 Bluff Park Basketball Court/22-32, Veterans Memorial Boulevard NW Parking Area  
 (R041-22)..... 2  
 Item 4 Approve JPA with City of Anoka for 4151 141<sup>st</sup> Avenue NW..... 2  
 Item 5 Approve JPA with Anoka County/Reconstruction of Bunker Lake Boulevard NW..... 2  
 Item 6 Approve Lease Agreement with the Anoka-Hennepin School District/2022 Andover  
 Family Fun Fest..... 2  
 Item 7 Designation of Business Administrator/Electronic Funds Transfers (R042-22)..... 2  
 Item 8 Approve Resolution Accepting Contribution from Andover Football Association  
 (R043-22)..... 2  
 Item 9 Approve Refuse/Recycler Hauler Licenses..... 2  
 Item 10 Accept Contribution/Moms Club Andover-Ramsey/Andover Community Center  
 (R044-22)..... 2  
 Item 11 Approve Resolution Accepting Contribution for the Veterans Memorial (R045-22)..... 2  
 Item 12 Approve Resolution Accepting CenterPoint Community Safety Grant (R046-22)..... 2  
 Item 13 Approve Temporary Intoxicating Liquor License/Fun Fest..... 2  
 Item 14 Approve Appointment-Receptionist/Building Permit Technician..... 2  
 Item 15 Approve Used Vehicle Sales License..... 2  
 Item 16 Approve Revised Final Plat-Fields of Winslow Cove (R047-22)..... 2  
 CONSIDER CONDITIONAL USE PERMIT (CUP) REQUEST – DRIVE THROUGH  
 WINDOW – PID# 30-32-24-43-0018 – 14524 INCA STREET NW – BORDER  
 FOODS, LLC (APPLICANT) (R048-22)..... 2  
 SKETCH/PUD CONCEPT PLAN REVIEW – ANDOVER SENIOR CAMPUS – PID# 30-32-  
 24-43-32-0006 AND PID# 23-32-24-33-0002 – SILVERCREST PROPERTIES, LLC  
 (APPLICANT)..... 3  
 RESCHEDULE AUGUST 2, 2022 COUNCIL MEETING..... 7  
 ADMINISTRATOR’S REPORT..... 7  
 (Administration)..... 7  
 (Public Works/City Engineer)..... 7  
 MAYOR/COUNCIL INPUT..... 8  
 (Veterans Memorial Dedication Planning Committee)..... 8  
 (Code Enforcement)..... 8  
 (Family Fun Fest)..... 8

ADJOURNMENT..... 8