



**Meeting of the Planning Commission  
Held at the Elk River City Hall  
Tuesday, February 25, 2025**

**Members Present:** Commissioner Robert Rydberg, Commissioner Dennis Booth, Commissioner James Zahler, Commissioner Anthony Kaba, Commissioner Eric Johnson, Chair Perry Beise

**Members Absent:** Commissioner Dornan Bland

**Staff Present:** Community Development Director Zack Carlton, Senior Planner Chris Leeseberg, and Sr. Administrative Assistant/Recording Secretary Jennifer Green

**1. CALL MEETING TO ORDER**

Pursuant to due call and notice thereof, the meeting was called to order at 6:37 p.m.

**2. CONSIDER AGENDA**

**Moved by Commissioner Booth and seconded by Commissioner Johnson to approve the agenda. Motion carried 6-0.**

**3. CONSIDER MINUTES**

**Moved by Commissioner Booth and seconded by Commissioner Johnson to approve the following consent item. Motion carried 6-0.**

3.1 Draft Minutes - January 28, 2025

**4. PUBLIC HEARINGS**

4.1 Conditional Use Permit Amendment: Outdoor Storage of Semis (tractor and/or trailer), motor vehicles, recreational vehicles, trailers, boats, light and heavy equipment, and vehicle storage, and shipping containers, PID 75-00013-4405, Northstar Trucking & RV Parking LLC

Mr. Leeseberg presented the staff report. He noted that since last month's meeting, the applicant has stated they are no longer interested in constructing a building to perform vehicle repairs. The applicant does still wish to have a guard shack at the Elk River property entrance to monitor site access. Staff does have concerns about the shack being a place for an employee to sleep. The applicant would like the shack to include office space and security devices. The applicant states that the 5x5 size is too small and suggested something like a job site trailer as a temporary solution until a permanent structure is built. Mr. Leeseberg stated the permanent structure will be required to meet the I3 building standards and code. He asked the Planning Commission to provide feedback on their preference for the use of a temporary guard shack or a permanent structure to provide site monitoring and office space. Mr. Leeseberg also requested feedback on a completion date for Conditions 1, 7, 9, 10, 11, 16, 18, and 19.

Chair Beise opened the public hearing.

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**Nikolay Vladyka**, 11824 Winnetka Avenue N., Champlin - representing the applicant, stated the need for the temporary guard shack is for whomever is on shift, and they will leave after their shift. He expressed the need for security equipment to monitor the activities on the property, as he had guaranteed their customers a safe place to store their property. The temporary shack would be removed after a permanent structure is built at the entrance of the site. The structure would also provide a place for dropboxes and various inventory to operate the site, along with office space. Mr. Vladyka apologized to the city of Ramsey that he had not informed them of their desire to construct a security/office structure and he will continue discussions with the city of Ramsey.

Chair Beise asked for a timeframe for them to build a permanent structure.

Mr. Vladyka stated the parking lot will be paved first and wants to be finished building the permanent structure before next winter.

Chair Beise asked Mr. Vladyka if they could have the permanent structure completed by November 1, 2025.

Mr. Vladyka stated they absolutely could have it completed by then.

Mr. Leeseberg clarified that there is no existing building on the property and that staff have no concerns about a construction timeline of a permanent building, but it's something the applicant can complete within the next 2 years. The pressing requirements to be completed prior to a CUP approval would be curbing, asphalt, landscaping, and lighting, those typically in place prior to a CUP being recorded.

Commissioner Booth asked if an amendment to the conditions would be needed.

Commissioner Johnson stated there was a note that a permanent building would have to adhere to the 13 building standards.

Mr. Leeseberg stated he was seeking direction from the Planning Commission if a temporary structure should have a sunset date before a permanent structure is built, and it sounds like a permanent structure is what the applicant is proposing.

Commissioner Booth wondered if Condition 14 could be removed from the list of conditions.

Chair Beise asked if the applicant needed a temporary guard shack structure.

Mr. Vladyka stated he is asking for a temporary structure while a permanent one is being built.

Commissioner Booth stated that Condition 14 could be amended to state a temporary guard shack be removed by November 1, 2025 .

There being no one else to speak, Chair Beise closed the public hearing.

Commissioner Johnson stated he was comfortable with a permanent structure as long as it followed the proper codes, and a temporary one was fine until the permanent structure is built.

Mr. Leeseberg asked to discuss Condition 23.

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It was the consensus of the commission to amend Condition 23 to add those items be completed by November 1, 2025.

**Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend approval of the Conditional Use Permit request by Northstar Trucking & RV Parking LL with the following conditions to satisfy the standards set forth in Section 30-654:**

- 1. Schedule a site visit with the Building Official and Fire Marshal to review and complete any required code updates.**
- 2. The outdoor storage shall be allowed for only the following vehicles:**
  - a. Properly licensed, registered, and operable.**
  - b. Semi-trucks, semi-trailers, and other delivery trucks;**
  - c. Recreational vehicles, campers, motorhomes, and fifth-wheel trailers;**
  - d. Boats;**
  - e. Enclosed shipping containers; and**
  - f. Cars and trucks.**
- 3. Vehicle Wrecking Yards and Salvage Yards, as defined by the City of Ramsey, and Salvage Yards, as defined by the City of Elk River shall not be permitted.**
- 4. Outdoor storage of any products, equipment, materials, supplies, or debris is not permitted, except for snow removal equipment and supplies for the site in conformance with the applicable municipality's regulations.**
- 5. Motor vehicle, trailer, and boat sales is prohibited.**
- 6. Car dealer overflow parking is prohibited.**
- 7. All driving and parking areas shall be paved with an approved surface (bituminous, Class 5, or concrete).**
- 8. Drive lanes need to maintain a minimum 24-foot width throughout the site.**
- 9. All driving areas and outdoor storage/parking areas shall be bounded by B612 concrete curb and gutter.**
- 10. The B612 concrete curb and gutter shall be installed on the east side of the fence along Jarvis Street and 10 feet from the remaining property lines.**
- 11. Site lighting shall comply with Section 30-937.**
- 12. There shall be no repair or maintenance of any vehicles, trailers, or boats on the site.**
- 13. The idling of a truck tractor or other business equipment in excess of 15 minutes is prohibited from April 16 through October 31, and idling in excess of 30 minutes is prohibited from November 1 through April 15.**
- 14. A guard shack no larger than 25 sq.ft. shall be allowed near the entrance gate until November 1, 2025. Location to be approved by city staff.**
- 15. In the event a gate is installed, access to the property must include key boxes for both Elk River and Ramsey Fire Departments.**
- 16. A reinforced concrete strip, a minimum one (1) foot wide and centered on the property line, must be maintained along the city/county border in order to clarify any relevant jurisdictional issues.**
- 17. In the event either parcel is owned separately, or one municipality revokes their approval, each parcel will need to conform to each jurisdiction's ordinance and codes individually, including, but not limited to, stormwater ponds, setbacks, screening, curbing, and landscaping.**

18. **Update submitted plans as needed to demonstrate compliance with state and local stormwater management requirements across both parcels/jurisdictions.**
19. **Submit documentation showing compliance with all Minnesota Pollution Control standards.**
20. **An amendment to this Conditional Use Permit will be required for future expansions/additions not shown on the city site plan dated February 25, 2025.**
21. **Conditional Use Permit, case number CU 23-16, shall become void.**
22. **Approvals from the city of Ramsey shall be recorded and copies provided.**
23. **Conditions #1, 7, 9, 10, 11, 16, 18, and 19 shall be completed by November 1, 2025.**
24. **A 6-foot tall, 100% opaque privacy fence shall be installed along the north property lines.**

**Motion Carried 6-0.**

4.2 Conditional Use Permit Amendment: Outdoor Storage, 12777 Meadowvale Rd. NW, Elk River WinLectric

Mr. Leeseberg presented the staff report.

Chair Beise opened the public hearing. There being no one present to speak, Chair Beise closed the public hearing.

**Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend approval of an amendment to Conditional Use Permit CU 22-11 extending the conditions' deadline until July 1, 2025, and adding a condition that all areas utilized for outdoor storage be completely screened from view from all public rights-of-way.**

**Motion Carried 6-0.**

4.3 Preliminary Plat and Ordinance Amendment (PUD): The Villas at Fillmore Third Addition, PID 75-00931-0030, Riverside Development

Mr. Carlton presented the staff report.

Chair Beise opened the public hearing.

**Bruce Goetz**, 10160 179th Ave. NW, lives to the west of the proposed development, and wanted to ensure an easement currently in place remain.

**Marlon Glines**, 9989 145<sup>th</sup> Ave Becker, explained the homeowners association it will be the same as the first and second addition. , easement to the north,

**Mark Hopps**, 10045 177<sup>th</sup> Ave NW, stated he was misled by the developer and asked the city to put pressure on the developer to increase the distance from his home and the proposed development.