

**CITY OF GEM LAKE, MN**  
**4200 Otter Lake Road**  
**Gem Lake, MN 55110-3227**

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**Gem Lake Planning Commission Meeting Minutes**  
**March 3, 2015**

The regularly scheduled meeting of the Planning Commission of Gem Lake was called to order by Chairperson Benjamin Johnson on Tuesday, March 3, 2015 at 7:05 p.m. at the Gem Lake City Hall conference room.

The following members were present: Chairperson Ben Johnson and Planning Commissioners Arthur Pratt, Dan Marier, Beth Herzog and Derek Wippich were in attendance.

**Planning Commission March 2015 Agenda:** Chairperson Johnson asked for any changes, deletions, or added agenda items. None was given and upon motion by Commissioner Pratt and seconded by Commissioner Marier; the March 3, 2015 agenda was approved: Ayes – 5, Nays – 0.

**Planning Commission January 2015 Special Meeting Minutes:** The January Planning Commission Special Meeting minutes were reviewed. Upon motion by Commissioner Pratt and seconded by Commissioner Wippich, the January Special Meeting minutes were approved: Ayes – 5 Nays – 0.

**OLD BUSINESS**

None

**PUBLIC HEARING**

Opened – 7:10 p.m., Closed – 7:20 p.m.

1. Auto Detailing Business With Minor Auto Repair: Application for a Non-Conforming Use Permit  
Applicants: Salvador Torres, Business Owner  
SGS Holdings, Property Owner  
1581 County Rd E East  
Gem Lake, MN 55110

Neither applicants nor members of the public were present during the Public Hearing portion of the PC Meeting. Following the close of the Public Hearing, Commissioners discussed the Non-Conforming Use Permit request. Under §17.5 of the City of Gem Lake Zoning Ordinance (#43k) and with direction from a Staff Report provided by White Bear Township Town Planner Tom Riedesel, the Commissioners reviewed the recommended conditions and discussed additions.

Section 9.6.5 of Ordinance #107B no longer includes “automotive repair & service” and Appendix A relating to Non-Conforming uses has been adopted. Non-Conforming Use Permits must be approved by the City for uses no longer considered allowed within the Gateway District. A “Minor Auto Repair” shop, as described in this application, would not be allowed Gateway District and would require a Non-Conforming Use permit.

In addition, the City Attorney had supplied information stating that permits of this kind should be avoided and that the appropriate permit in this instance would be an “Interim Non-Conforming Use Permit.” Commissioners had questions about how to apply this, which Chairperson Johnson agreed to seek answers to at the March City Council meeting.

Without any input from the applicant, the following Conditions, as drafted by Chairperson Johnson, were discussed for recommendation to the Gem Lake City Council:

1. *Permit is valid for 60 months from Effective Date and is not subject to renewal.*
2. *Permit is effective Month Day, 2015.*
3. *Permit shall expire on Month Day, 2020.*
4. *Permit is issued to Salvador Torres and is **non-transferable**.*
5. *In the event that redevelopment plans, including a city issued building permit, are approved for the land the business is located on, this permit shall remain valid through the expiration date and shall be non-renewable thereafter.*
6. *Any complaints within the 60 months render permit subject to review and/or revocation.*
7. *Vehicle detailing and minor vehicle repairs are permitted including, but not limited to, the following:*
  - a. *New Tires and Wheels*
  - b. *Alternators*
  - c. *Batteries*
  - d. *Brakes*
  - e. *Minor tune-ups*
  - f. *Oil changes*
  - g. *Wiper Blades*
  - h. *Bulb light replacement*
  - i. *Tire repair*
8. *All hazardous materials shall be stored in accordance with Federal, State and local laws and Ordinances and waste materials shall be disposed of by an approved environmental services company.*
  - a. *Identification and contact information for the environmental services company shall be posted in accordance with Federal, State and local laws and Ordinances*
9. *Business will not be conducted between the hours of 9:00 p.m. and 6:00 a.m.*
10. *If stored on the exterior of the building, trash containers shall be in a 100% opaque storage area or screened enclosure, or otherwise concealed in an aesthetically unobtrusive manner.*
11. *The ten (10) exterior parking spaces must be identified on a site plan and striped accordingly.*
12. *All Federal, State and local laws and Ordinances shall be complied with.*

Upon motion by Commissioner Marier and seconded by Commissioner Wippich, the preceding Conditions associated with Mr. Torres’s application for a Non-Conforming Use permit were approved for

recommendation to the City Council, contingent on the clarification of the “Interim Non-Conforming Use Permit” questions: Ayes – 5 Nays – 0.

**NEW BUSINESS**

1. Letter in support of Newtrax, Inc., Application for a Ramey County Community Development Block Grant.

Mike Greenbaum, representing Newtrax, Inc., contacted Chairperson Johnson requesting assistance from the Planning Commission. Mr. Greenbaum was looking for a letter support for Newtrax’s application for a Ramey County Community Development Block Grant. He supplied Chairperson Johnson with a draft to which Mr. Johnson edited and added information. The Planning Commission reviewed the draft and discussed the request. It was determined that, if the Planning Commission were allowed to author letters of support such as this one, the Commissioners would be happy to do so.

Upon motion by Commissioner Pratt and seconded by Commissioner Herzong, the draft letter in Support of Newtrax, Inc. was recommended for approval: Ayes – 5 Nays – 0.

**OPEN ITEMS**

None

**FUTURE MEETINGS:**

Planning Commission Meeting: May 5, 2015 at 7:00 p.m.

**ADJOURN:**

Upon motion by Commissioner Herzog, and seconded by Commissioner Marier, the March 3, 2015 meeting of the City of Gem Lake Planning Commission was adjourned at 7:30 p.m. Ayes – 5, Nays – 0.

**APPROVED:**

ATTEST:

Benjamin Johnson  
Chairperson

ATTEST:

Art Pratt  
Commissioner

**Gem Lake Planning Commission Meeting  
March 3, 2015**

**Sign In Sheet:**