CITY OF HAM LAKE

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CITY OF HAM LAKE
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES
MONDAY, OCTOBER 19, 2026

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, October 19, 2026 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Acting Mayor Al Parranto and Councilmembers Jim Doyle, Andrew Hallberg and Mike Van Kirk (via interactive technology due to being out of state)

MEMBERS ABSENT: Mayor Brian Kirkham

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; Administrator, Denise Webster; Building Official, Mark Jones; and Administrative Assistant, Nicole Wheeler

1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance

2.0 PUBLIC COMMENT – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 ~~Lt. Mendoza, Anoka County Sheriff's Office Monthly Report~~

3.2 Joseph Radach, Contour Development, LLC – discussion of the parking lot at Elwell Farms Clubhouse and Pool

Jesse Neumann, Joe Radach and Jeremey Skogquist presenting Elwell Farms were present before the City Council to address the parking lot requirements for the Clubhouse and Pool. Mr. Radach stated that other developments, in other cities don't provide any parking spaces for a facility of this type; Ham Lake requiring 50 parking spaces and that doesn't pass the smell test. Mr. Radach stated that they have proposed 19 parking spaces which is more than adequate because the people coming to this facility live in the neighborhood and would walk or bike to the facility. Councilmember Van Kirk stated that 19 parking spaces is not adequate for a facility of the size that they are proposing to build. Councilmember Van Kirk stated that if there is a wedding, family reunion, or graduation party, there will be family and friends coming from outside the neighborhood. City Code states the requirement is 120 parking spaces, and the city is compromising by requiring 50 parking spaces. Councilmember Van Kirk stated this needs to go before the Planning Commission. Building Official Jones stated Mr. Radach is not comparing apples to apples and the developments being compared are in high density areas and have sidewalks throughout the development allowing people to safely walk and bike from their homes. Building Official Jones stated that the lots in Ham Lake are much greater in size and this would require people to walk up to half a mile to get to the clubhouse. Building Official Jones also stated that the size of the pool is significantly larger than the other referenced pools. Building

Official Jones added that the pool design also requires review and approval by the State of Minnesota. Building Official Jones stated that when you add up the number of people allowed in the pool, the arcade, the multi-purpose room, and the gathering room, the occupancy load would be approaching 500 people. Building Official Jones added that on-street parking is not allowed, making 19 parking spaces inadequate for this facility. Mr. Radach stated that this is a residential building, not commercial. Acting Mayor Parranto stated this needs to go before the Planning Commission to make sure everything is done correctly. Attorney Berglund explained that the development of Elwell Farms is zoned PUD (Planned Unit Development) and even though the Clubhouse and Pool are PUD, the underlying use for the building is Commercial and needs to meet commercial requirements. Attorney Berglund stated that because the property is zone PUD, the city has flexibility on the requirements for the property and that per City Code the number of parking spaces required is 120 and the city is trying to work with the developer to allow 50 parking spaces as 19 spaces is not adequate. Mr. Skogquist stated that he is a builder and similar facilities located in Plymouth, MN have no more than 5 paved parking spaces. Mr. Skogquist stated that the pond will have a sidewalk around it. Councilmember Doyle asked where the number of 19 parking spots came from. Mr. Neumann stated they used the occupancy number of 75 people because the Homeowners Association (HOA) can limit the facility to that number, then divide it by 4 to come up with 19 parking spots. Mr. Neumann also stated that the Coon Creek Watershed District (CCWD) asked them why they are paving all these spaces because they want to see green areas/space. Building Official Jones stated the first septic design submitted was to accommodate 75 people, then he received a second design that the septic would accommodate 150 people. Building Official Jones stated that the City Code designates 1 parking space for every 4 people and using a maximum occupancy load of 200 people would require 50 parking spaces. Building Official Jones stated the developer can accommodate 50 parking spaces on the current lot while still meeting the 10 foot setback from the property line. Councilmember Hallberg stated that an occupancy of 75 people for a facility of this size is not realistic, the likely occupancy would be closer to 150 people. Engineer Krugler explained that the reason this had not gone before the Planning Commission for review is that he has given feedback to the developer and is waiting for answers before this can be moved to the Planning Commission. Councilmember Van Kirk stated that the Code Committee met and felt that 50 parking spaces is a good compromise. Councilmember Van Kirk stated that the city loves what they are doing and this is going to be a beautiful development, but the city doesn't need a future problem in 10 years with parking. Mr. Neumann asked if the permit to construct the clubhouse can be issued without the State issuing the permit for the pool because it will take 6-8 months to build the clubhouse. Building Official Jones stated that he would not be able to issue the building permit before the pool is approved, due to not knowing what will be required for the dressing room, bathrooms, etc., which could change the plumbing. Councilmember Van Kirk said the next step would be to submit a Commercial Site Plan that meets City requirements and go before the Planning Commission.

4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

4.1 Approval of minutes of October 5, 2026
4.2 Approval of claims in the amount of $707,037.96
4.3 Approval of scheduling a Budget Meeting on Monday, November 2, 2026, at 5:30 p.m.

4.4 Approval of accepting the Assistance to Firefighters (AFG) Grant for thermal imaging cameras for the Fire Department

4.5 Approval of the re-appointment of District Chief's to the Fire Department

4.6 Approval of Resolution No. 26-44 scheduling a public hearing to vacate the road easement of the temporary cul-de-sac located at PIN #05-32-23-43-0021

4.7 Approval of Resolution No. 26-45 scheduling a public hearing to vacate the road easements within PIN #08-32-23-12-0003

4.8 Approval of Resolution No. 26-46 scheduling a public hearing to vacate the road easements within PIN #08-32-23-12-0020

4.9 Approval of Resolution No. 26-47 scheduling a public hearing to vacate the road and drainage and utility easements over Lots 7, 8, and 9, Block 2 of Meadow Park

Motion by Hallberg, seconded by Doyle, to approve the Consent Agenda as written. All present in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 Kennedy Okonkwo of Relief Auto LLC, requesting a Conditional Use Permit for an automotive repair shop and site plan approval for a motor vehicle sales lot located at 1354 McKay Drive NE and adoption of Resolution No. 26-48

Motion by Van Kirk, seconded by Hallberg, to recommend approval of the request of Kennedy Okonkwo requesting a Conditional Use Permit to operate Relief Autobody LLC, an auto repair shop and commercial site plan approval to operate a motor vehicle sales lot at 1354 McKay Drive NE, and adoption of Resolution No. 26-48 with the following conditions:

1. **All parking must be maintained on-site. Driveways and Fire lanes are to be maintained. Allocating eight (8) parking spaces, including one (1) designated handicap spot. Also designating a minimum of five (5) parking spaces for display of vehicles for sale. All spaces to be on hard surfaces and striped.**
2. **Parking and driving isles to area for cars waiting to be worked on must be surfaced with a minimum of class 5 material.**
3. **Parking area for cars waiting to be worked on must be screened. Current tree cover and fence sections are to be reviewed with the City Building Official to meet conformance with City Code.**
4. **A revised site plan to be drafted, submitted to the city, and approved by the City Building Official shall become a permanent part of the file.**
5. **Allowing one additional employee.**
6. **All work and repairs to be done inside the building including, but not limited to general auto maintenance, mechanical work including replacing brakes, headlights, bulb, body work, cleaning and detailing.**
7. **No automobile painting on-site**
8. **No outside storage of any kind is permitted. All automotive parts must be stored indoors.**
9. **All refuse containers shall be stored in a location that is completely screened from outside view. All fluids and hazardous materials shall be stored and disposed of according to County and State requirements.**
10. **Hours of operation: Open to the public Monday through Sunday, 9:00 a.m. to 6:00 p.m. Any work not involving the public is limited to inside the building area only and from 9:00 a.m. to 10:00 p.m.**
11. **Any security lighting is required to meet the 4-foot candle meter reading as measured at the residential property line. Existing lights that are non-conforming shall be replaced.**

12. **Motor vehicle sales lot licenses must be obtained through the State of Minnesota and the City of Ham Lake.**
13. **No on-street parking is allowed.**
14. **Must meet all City, County and State requirements.**

All present in favor, motion carried.

5.2 T.E.S. Construction requesting Sketch Plan approval for Acre Hills, a 2-lot Single-Family Residential (R-1) and Rural Single Family (R-A) development in Section 23

Motion by Parranto, seconded by Doyle, to concur with the Planning Commission and approve the Sketch Plan as presented by T.E.S. Construction for Acre Hills, an R-1 (single family residential) / R-A (rural single family residential) minor two lot plat subject to taking money in lieu of parkland, rezoning Lot 2 to R-1 Single-Family Residential, and subject to meeting the requirements of the City Engineer and all State, County and City requirements. All present in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None
7.0 APPEARANCES – None
8.0 CITY ATTORNEY – None
9.0 CITY ENGINEER – None
10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS
11.1 Committee Reports – None

11.2 Announcements and future agenda items
Councilmember Hallberg stated that he would not be in attendance for the next two meetings but would be able to join via interactive technology.

Motion by Parranto, seconded by Hallberg, to adjourn the City Council meeting at 6:56 p.m. All present in favor, motion carried.

Nicole Wheeler, Administrative Assistant