

# CITY OF HAM LAKE

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## CITY OF HAM LAKE PLANNING COMMISSION MINUTES MONDAY, APRIL 27, 2026

The Ham Lake Planning Commission met for its regular meeting on Monday, April 27, 2026, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Commissioners Brian Pogalz, Dave Ringler, Jeff Entsminger, Lorrie Albers and Michael Frid

**MEMBERS ABSENT:** Commissioner Kyle Lejonvarn and Erin Dixon

**OTHERS PRESENT:** City Attorney, Mark Berglund; Building and Zoning Official Mark Jones; City Planner, Matt Holzworth; and Deputy City Clerk, Dawnette Shimek

**CALL TO ORDER:** Chair Pogalz called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE:**  
The pledge of allegiance was recited by all in attendance.

**APPROVAL OF MINUTES:**  
**Motion by Entsminger, seconded by Ringler, to approve the minutes of the March 23, 2026 Planning Commission meeting as written. All present in favor, motion carried.**

**PUBLIC HEARING:**  
Dave Erickson of KE Properties LLC, requesting to rezone of a certain parcel of land from R-AH (Affordable Housing District) to R-1 (Single Family Residential) for one single family lot in Section 32

Mr. Erickson was present and stated that he is requesting the rezoning of a property at 1016 Bunker Lake Boulevard NE from R-AH (Affordable Housing District) to R-1 (Single Family Residential). Mr. Erickson stated that after initial affordable housing options changed, the applicant was looking to rezone the lot back into one Single Family Residential lot after discussions with Anoka County regarding the requirements of additional subdivision of the property.

Chair Pogalz acknowledges the staff report provided a recommendation of approval from Deputy City Clerk Shimek.

Commissioner Ringler inspected the assigned property and stated the parcel was suitable for the requested rezone request.

**Chair Pogalz opened the public hearing at 6:05 p.m. and asked for public comment.**

Tom Tubbs, 937 136<sup>th</sup> Lane NE, Ham Lake, MN, expressed concern as a resident of Majestic Greens Townhomes about what will happen with the back end of the lot and if there will be installing a fence along the backside of the property and if they would be taking down trees.

Chair Pogalz stated that the property owner can do what they want on the property.

**Chair Pogalz asked for further comment and with there being none, closed the public hearing at 6:08 p.m.**

**Motion by Ringler, seconded by Entsminger, to recommend approval of the request of Dave Erickson of KE Properties LLC, requesting rezoning of certain parcels of land from R-AH (Affordable Housing District) to R-1 (Single Family Residential) for 1 single family lot (1016 Bunker Lake Boulevard NE – PIN 30-32-23-32-0002) in Section 32. All present in favor, motion carried. *This application will be placed on the City Council's Monday, May 6, 2026 agenda.***

To consider the revocation of the Conditional Use Permit (CUP) for Ryan Beltrand to operate North Central Motors, LLC at 17159 Highway 65 NE (PID #08-32-23-13-0005)

Mr. Beltrand was present and stated that the property is 75% rented out and most of the problem vehicles belong to tenants. Chair Pogalz explained that the property owner is responsible for all tenants. Chair Pogalz confirmed with Mr. Beltrand that he has received letters of contact from the city stating that his property is out of compliance. Mr. Beltrand stated that he agrees that his property is not in compliance. Chair Pogalz asked for the progress of the property currently. Commissioner Ringler stated that as the holder of the Conditional Use Permit and not being willing to revoke non-compliant tenants' leases on the property puts Mr. Beltrand in this position to lose the Conditional Use Permit entirely. Commissioner Ringler recommended that Mr. Beltrand should consider revoking the leases of those in non-compliance. Chair Pogalz confirmed with Building and Zoning Official Jones on the long history of the property on compliance and that Mr. Beltrand has been made aware of the outstanding violations. Building and Zoning Official Jones expressed concerns by the City of Ham Lake Fire Chief. Chair Pogalz listed four of the major conditions that are out of compliance with the property and the disregard for permit requirements. Chair Pogalz refers to Attorney Berglund for any additional information the commissioners may need. Attorney Berglund stated that there is a history of different holders of the Conditional Use Permit for the property over time and explains the steps that have been taken by the city to get to the point of revocation. Chair Pogalz asked for questions from the commissioners. Commissioner Ringler asked if there is an opportunity to put a set time to get the property into compliance. Chair Pogalz refers to both Attorney Berglund and Building and Zoning Official Jones for comment on what the process is now that the revocation process has started. Attorney Berglund explained that process to the commissioners on the revocation process of the permit.

**Chair Pogalz opened the public hearing at 6:22 p.m. and asked for public comment, and with there being none, closed the public hearing at 6:22 p.m.**

Chair Pogalz stated that the conditions of the CUP are grossly unmet. Chair Pogalz asked commissioners for further questions. Commissioner Albers commented on clarification of the ownership of the buildings on the property. Building and Zoning Official Jones responded on the history of the property with the city. Commissioner Entsminger stated that the Conditional Use Permit is for the entire property and not just individual units on the property. Building and Zoning Official Jones confirmed that is correct.

**Motion by Pogalz, seconded by Entsminger, to recommend approval of the revocation of the Conditional Use Permit for Ryan Beltrand to operate North Central Motors, LLC at 17159 Highway 65 NE (PID #08-32-23-13-0005). All present in favor, motion carried.**

Attorney Berglund explained that the property owner or the individual tenants could apply for a new CUP following revocation.

**NEW BUSINESS:**

Jeff Harstad and Heather Wollan (JHHW, LLC) of Allstate Distribution, requesting a Certificate of Occupancy to operate an office/warehouse and fabrication business at 13928 Lincoln Street NE

Mr. Harstad was present and stated that the 22,000 sq. ft. commercial building on Lincoln Street NE is classified as an office/warehouse. The current property has 30 parking spaces with 6 different bays 3,600 square feet each. Mr. Harstad stated that there is an interest in a machine shop that is considered manufacturing with different parking requirements. The property owners explained that they wanted to ensure that allowing the business to move in would meet parking requirements. Chair Pogalz confirmed the location and asked commissioners for any questions.

Commissioner Entsminger conducted an inspection of the property and stated that the property was sufficient for the proposed new business.

Chair Pogalz refers to the staff report from Building and Zoning Official Jones with proposed conditions and recommendations for approval of the request.

**Motion by Entsminger, seconded by Pogalz, to recommend approval of the Certificate of Occupancy for Jeff Harstad and Heather Wollan (JHHW, LLC) of Allstate Distribution, to operate and office/warehouse and fabrication business at 13928 Lincoln Street NE, subject to no outside storage, maximum building occupancy load of 30 at any time and shall be the owner's responsibility to enforce, at change of ownership, it shall be the owner's responsibility at time of sale to disclose max occupancy load of 30, no parking on the city street, and meeting all State, County and State requirements. All present in favor, motion carried.**

Patrick McKelvey (not present) of Best Siding Company Inc./TGP Baseball and Softball Academy, LLC requesting a Certificate of Occupancy to operate a Training Facility at 1310 154<sup>th</sup> Avenue NE

Chair Pogalz gave a brief overview of the application and the staff report provided by Building and Zoning Official Jones recommending approval of the request.

Commissioner Ringler met with the applicant and discussed the septic and parking requirements.

Chair Pogalz referred to Building and Zoning Official Jones on if the city does spot check to make sure properties are in compliance. Building and Zoning Official Jones explained that the city is complaint driven. Building and Zoning Official Jones state how the certificate of occupancy change will ensure that the occupant is compliant with the requested use. Commissioner Frid stated concerns about a precedent being set by approving a change in the use. Building and Zoning Official Jones state that the city can maintain control of the property with the certificate of occupancy and the city may revoke the Certificate of Occupancy if the use changes.

**Motion by Ringler, seconded by Frid, to recommend approval of the Certificate of Occupancy for Patrick McKelvey of Best Siding Company, Inc./TGP Baseball and Softball Academy, LLC, to operate a training facility at 1310 154<sup>th</sup> Avenue NE, subject to no outside storage, maximum building occupancy load of 22 posted and shall be the owner's responsibility to enforce, at change of ownership, it shall be the owner's responsibility at time of sale to disclose max occupancy load of 22, minimum 22 parking stalls, one meeting accessibility code, parking stalls properly marked and maintained, all parking on an approved surface, no parking on the city street or grass, and meeting all State, County and State requirements. All present in favor, motion carried.**

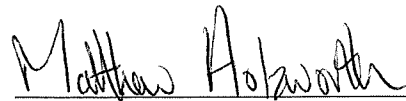
**COMMISSION BUSINESS:**

City Council Update

Deputy City Clerk Shimek stated that all items from the Planning Commissions previous meeting were approved by the City Council. A Planning Commissioner will not be attending the City Council's May 4, 2026 meeting.

**ADJOURNMENT:**

**Motion by Entsminger, seconded by Ringler, to adjourn the Planning Commission meeting at 6:51 p.m. All present in favor, motion carried.**

  
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Matt Holzworth, City Planner