

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, MAY 12, 2025

The Ham Lake Planning Commission met for its regular meeting on Monday, May 12, 2025, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Commissioners Brian Pogalz, Jeff Entsminger, David Ross, Dave Ringler, Jonathan Fisher and Erin Dixon

MEMBERS ABSENT: Commissioner Kyle Lejonvarn

OTHERS PRESENT: Building and Zoning Clerk Jennifer Bohr

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 Ross, seconded by Fisher, to approve the minutes of the April 28, 2025, Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Chris Frovik, Frovik's Towing and Recovery Twin City, Inc., requesting an amendment to the Conditional Use Permit to allow additional storage of motor vehicles at 14835 Aberdeen Street NE

Mr. Chris Frovik was present. Mr. Frovik stated his business has grown and he is requesting an amendment to the Conditional Use Permit to be able to store additional vehicles on the property. Commissioner Ringler completed the inspection, a copy which is on file. Commissioner Ringler stated he met Mr. Frovik onsite. Commissioner Ringler stated all items listed in Building Official Jones' memo were applicable to the site. Commissioner Ringler stated part of the existing fence needs repair. Commissioner Ringler stated security cameras are in place and are operational. Commissioner Ringler stated the parking diagram shows parking in front of overhead doors. Commissioner Ringler stated he did not discuss this with Mr. Frovik but vehicles cannot be parked in front of overhead doors and stated those areas will need to remain open. Commissioner Ringler suggested modifying the parking diagram so that two rows of seven cars could be parked in the middle of the eastern portion of the lot. Chair Pogalz stated Mr. Frovik could also consider requesting a total of 62 parking spaces rather than 70. Mr. Frovik stated a total of 60 parking spaces would be adequate. Chair Pogalz asked if there was

discussion about contacting the Coon Creek Watershed District (CCWD) before any paving was done on the property. Mr. Frovik stated he has submitted a CCWD Technical Assistance Application form and is waiting for the CCWD to contact him.

Chair Pogalz opened the public hearing at 6:05 p.m. and asked for public comment; with there being none, Chair Pogalz closed the public hearing at 6:06 p.m.

Motion by Ringler, seconded by Fisher, to recommend approval of an amendment to the Conditional Use Permit as requested by Chris Frovik, Frovik's Towing and Recovery Twin City, Inc., to allow additional storage of up to 60 motor vehicles at 14835 Aberdeen Street NE subject to:

- 1) Striping parking spaces for customers (3), handicap (1) and employee parking (5) per site plan.**
- 2) All parking lots, drives and surfaces upon which the general public and employees shall have access shall be hard surfaced per Article 9-220.1(a).**
- 3) No paving added to site without approval from the City of Ham Lake and the Coon Creek Watershed District.**
- 4) Maintaining the chain-link fence with privacy slats for security and repairing the existing fence.**
- 5) Security cameras and security lighting must be in place and must be operational at all times.**
- 6) Securing any loose parts on vehicles before towing to prevent loose parts from falling onto any city street.**
- 7) No more than 60 cars to be stored within the fenced area.**
- 8) No cars are to be parked in front of overhead doors; the approach to overhead doors must always be unobstructed.**
- 9) Drive aisles between stored vehicles must be a minimum of 20 feet.**
- 10) Outside storage to consist of towed vehicles only.**
- 11) No subleasing the property to additional tenants.**
- 12) Any vehicle leaking fluids, such as oil or anti-freeze, are not to be stored at this location.**
- 13) Towed vehicles allowed onsite for a maximum of 46 days.**
- 14) Meeting all City, State and County requirements.**

All present in favor, motion carried. *This application will be placed on the City Council's Monday, May 19, 2025, agenda.*

Mr. Frovik asked why no subleasing of the property, to additional tenants, continued to be a condition of the Conditional Use Permit. Mr. Frovik stated he thought that condition should have been removed some time ago. Chair Pogalz stated the Conditional Use Permit has been issued for Mr. Frovik's business; other tenants on the property could require other regulations. Mr. Frovik stated the conditions could remain as proposed.

NEW BUSINESS: None

COMMISSION BUSINESS:
City Council Update

Chair Pogalz informed the Commissioners that the City Council concurred with the Commission's recommendations to approve the Certificate of Occupancy for Reggie's Mobile Home Transport, Inc., the Commercial Site Plan for JBR Aberdeen, LLC and the two South Shore Estates sketch plans. There will not be a Planning Commissioner present at the May 19, 2025, City Council meeting.

ADJOURNMENT:

Motion by Dixon, seconded by Fisher, to adjourn the Planning Commission meeting at 6:09 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk