

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, OCTOBER 13, 2025

The Ham Lake Planning Commission met for its regular meeting on Monday, October 13, 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, Kyle Lejonvarn, David Ross, Jeff Entsminger, Jonathan Fisher, and Erin Dixon

MEMBERS ABSENT: Commissioner Dave Ringler

OTHERS PRESENT: City Engineer Dave Krugler and 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 Dixon, seconded by Fisher, to approve the minutes of the September 22, 2025 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING: None

NEW BUSINESS:

Daniel Tousignant of Allan Dorney Construction MN, Inc, on behalf of The Church of St. Paul, requesting Commercial Site Plan approval for the construction of a 60' X 80' storage building at 1740 Bunker Lake Boulevard NE

Mr. Daniel Tousignant was present. Mr. Tousignant stated the church would like to construct a pole building for storage south of the parking lot. Mr. Tousignant stated a plow truck, that has been parked outside in the parking lot year around, will be stored in the building in addition to some seasonal items currently stored inside of the church building. Mr. Tousignant stated maintenance of the plow truck will also be done inside of the building. Chair Pogalz stated the narrative provided for this project states the project allows the church to comply with updated fire codes as well. Commissioner Fisher completed the inspection, a copy which is on file. Commissioner Fisher stated the building will be constructed to the south of the existing parking lot. Commissioner Fisher stated the area that will be behind the building, along the southern portion of the parcel, is mostly wooded except for a small area in the southwest corner. There was discussion about the existing tree cover and whether additional screening was needed.

Commissioner Fisher stated planting a couple conifer trees in the bare area would provide sufficient screening. Commissioner Lejonvarn stated additional trees should be planted to provide adequate screening. Chair Pogalz asked Mr. Tousignant if he had seen Building and Zoning Official Jones' memo with the list of conditions for approval. Mr. Tousignant stated he had. Chair Pogalz asked Mr. Tousignant if the building will have a concrete floor with in-floor, radiant heat. Mr. Tousignant stated it will. Chair Pogalz reviewed the remaining conditions of approval noted on Building Official Jones' memo. **Motion by Fisher, seconded by Entsminger, to recommend approval of the request of Daniel Tousignant of Allan Dorney Construction MN, Inc, on behalf of The Church of St. Paul, for Commercial Site Plan approval to construct a 60' X 80' storage building at 1740 Bunker Lake Boulevard NE subject to the following conditions: the building is to be used for storage only, the building meets the Mechanical Code, if a floor drain is installed, it must meet the Plumbing Code, no outside storage, all surfaces that a vehicle can drive on need to be a Code approved hard surface, planting at least two conifer trees near the southwest corner of the building to provide sufficient screening between the church property and the residential property south of the building and meeting all State, County and City Codes. All present in favor, motion carried. *This application will be placed on the City Council's Monday, October 20, 2025, agenda.***

Brian Larson of Classic Construction Services, on behalf of Dercon Construction Services, Inc., requesting Commercial Site Plan approval for the construction of an office warehouse building at 14961 Aberdeen Street NE (Lot 1, Block 2 Fox Tail Ridge)

Mr. Brian Larson of Classic Construction Services, and Mr. Dean Marquette of Dercon Construction Services, Inc. (Dercon), were present. Mr. Larson spoke on behalf of the project. Mr. Larson stated Dercon is currently located in Andover; the company would like to relocate to Ham Lake to construct an office warehouse building that will allow for growth and expansion of their remodeling business. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the location is a 1.67-acre parcel of record in the Fox Tail Ridge subdivision. Engineer Krugler stated the subdivision is in the Planned Unit Development (PUD) zoning district with the parcel being zoned Commercial Development II (CD-2). Engineer Krugler stated the applicant is proposing a 11,377 square-foot building with landscaping that includes fencing for screening on the eastern border of the parcel that is adjacent to residential property. Engineer Krugler stated there is a temporary cul-de-sac at the northwest corner of the parcel which was not constructed within an easement. The owner has elected to allow the cul-de-sac to remain until Aberdeen Street is extended. There is also a cul-de-sac easement at the northeast corner of the parcel. Engineer Krugler stated the cul-de-sac easement at the northeast corner of the parcel, is at the eastern end of 150th Avenue NE, a dirt road; it provides a turnaround area and access to two residential parcels. Engineer Krugler stated Dercon will not be using 150th Avenue NE to access the parcel so the applicant will not be required to improve the road, and the city has no plans to improve the road. Engineer Krugler stated the developer has agreed to sign an encroachment agreement to allow site improvements within the cul-de-sac easement. Engineer Krugler stated Coon Creek Watershed District (CCWD) has approved the project and a Minnesota Pollution Control Agency National Pollutant Discharge Elimination System Construction Stormwater Permit (NPDES) is required before grading operations can commence. Commissioner Lejonvarn completed

the inspection, a copy which is on file. Commissioner Lejonvarn stated the lot is wide open as all trees have been cleared from the parcel; the residential property to the east of the parcel can be clearly seen from Aberdeen Street NE. Commissioner Lejonvarn stated there are a couple trees on the western side, or front yard of the parcel; screening along the eastern border of the parcel will be necessary. There was discussion about recommending conifer trees for screening on the east and west sides of the parcel, the challenges of planting trees due to the proposed location of the infiltration pond, limited space on the eastern side of the parcel and other acceptable screening options such as a fence. Chair Pogalz asked Mr. Larson and Mr. Marquette if they had reviewed the information in the packet and the recommendations made by Engineer Krugler and Building and Zoning Official Jones. Mr. Larson and Mr. Marquette acknowledged that they had. Mr. Marquette stated the residential property owners to the east requested that all trees be removed as some trees were on the property line. Mr. Marquette stated the fence is being proposed for screening as well as for security for construction equipment, tools and items that will be stored on the eastern side of the parcel. Mr. Marquette stated he would follow Code requirements noting the Code lists fencing as a type of permitted screening. Commissioner Lejonvarn asked if there is any room to plant trees. Mr. Marquette stated there is not due to the elevation change of five to six feet from the residential property line to the infiltration pond and the location of the retaining walls. Chair Pogalz noted Building and Zoning Official Jones' memo states fencing is to meet City Code, screening is to be provided in areas abutting residential property as required by Article 11-1853(A) and screening material must be approved by the Building Official. Chair Pogalz reviewed the conditions of approval listed in Building and Zoning Official Jones' memo. There was discussion about whether trees should be required along Aberdeen Street NE. **Motion by Lejonvarn to recommend approval of the request of Brian Larson of Classic Construction Services, on behalf of Dercon Construction Services, Inc., for Commercial Site Plan approval to construct an office warehouse building at 14961 Aberdeen Street NE, subject the building being used for office/warehouse use only, trucks unloading or loading shall not block any portion of Aberdeen Street NE at any time, no on-street parking is allowed, no outside storage, all fencing is to meet City Code, all trash containers are to be screened as required by City Code, screening is to be provided in areas abutting residential property as required by Article 11-1853(A) of City Code, screening material must be approved by the Building Official, meeting the requirements of the City Engineer, obtaining a Coon Creek Watershed District (CCWD) permit and National Pollutant Discharge Elimination System (NPDES) permit before groundwork can begin, operating hours of 7:30 am to 5:30 pm Monday through Friday and meeting all State, County and City requirements.** Chair Pogalz asked for clarification on the type of screening that will be required adjacent to residential property. Commissioner Lejonvarn stated the eight-foot fence is the recommended screening adjacent to residential property. There was discussion on whether to include operating hours as one of the conditions of approval. Chair Pogalz asked if the Planning Commission needed to have any additional discussion about past issues associated with the parcel that may need to be addressed to ensure records are accurate in the future. Engineer Krugler stated he was not aware of any; the encroachment agreement will address the current cul-de-sac easement issue. Chair Pogalz asked if the encroachment agreement would affect the use of the building. Engineer Krugler said it would not; it may affect the parking

area and the proposed eastern septic area. **Motion seconded by Entsminger. All present in favor, motion carried.** *This application will be placed on the City Council's Monday, October 20, 2025, agenda.*

Mr. Larson asked if the encroachment agreement needed to be signed before the City Council meeting. Engineer Krugler stated the encroachment agreement would need to be signed before a building permit could be issued.

Commissioner Entsminger removed himself from the table due to being a contractor for the developer of Elwell Commercial Park.

Nate Byom of Kwik Trip, Inc requesting Commercial Site Plan approval for the construction of a convenience store (retail facility), with 10 fuel dispensers, at proposed Lot 1, Block 1 of Elwell Commercial Park at the northwest corner of 143rd Avenue NE and Highway 65 NE

Ms. Lisa Wadsen, Kwik Trip Real Estate Development Manager for the Minnesota market, was present. Ms. Wadsen stated the proposed convenience store will be Kwik Trip's newest store concept labeled as Gen3. Ms. Wadsen stated the store will be 9,100 square feet and there will be ten fueling stations. Ms. Wadsen listed some of the features the store will have, such as two self-checkout lanes, high top and low top seating areas so customers can eat inside of the store, a produce island, an expanded grocery and refrigeration area as well as an expanded kitchen area. Ms. Wadsen stated construction is scheduled to start in June 2026. Ms. Wadsen stated the parcel the store will be on will be 3.67 acres; it will not have a car wash. Ms. Wadsen stated Kwik Trip gives back to the community in many ways such as giving items to food banks, supporting police and fire departments during training events by providing water or energy drinks, hiring adult workers who may have special needs or want a place to work, participating in local events and supporting local sports teams. Ms. Wadsen stated all Kwik Trip store employees benefit from profit sharing whether they work full-time or part-time. Ms. Wadsen stated Kwik Trip provides leadership opportunities for employees, allowing them to train for management positions and relocate to other stores. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the Kwik Trip store will be located on the future Lot 1, Block 1 of Elwell Commercial Park. (The Elwell Commercial Park plat has not yet been filed with Anoka County.) Engineer Krugler stated Kwik Trip has presented an extensive landscaping plan; the parcel is bordered by Highway 65 NE or commercial property, and the landscape plan appears to meet the requirements for screening along Highway 65 NE. Engineer Krugler stated there are two different storm sewer discharge systems proposed; a portion of the stormwater runoff that will contain typical vehicle and roof contaminants will be conveyed to the regional pond within the Elwell Commercial Park plat; the remainder of the stormwater runoff will be treated on-site and discharged to the MnDOT Trunk Highway 65 right-of-way. Engineer Krugler stated there is a Northern Natural Gas (NNG) pipeline easement located in the southwest corner of the parcel; a NNG representative must be present on-site during any work that disturbs area adjacent to the pipeline. The project has been conditionally approved by the CCWD and an NPDES permit will be needed before grading operations can commence. Chair Pogalz reviewed Building and Zoning Official Jones' memo. Chair Pogalz completed the inspection, a copy which is on file. Chair Pogalz stated the commercial development this store will be built

in, was approved earlier this year, mass grading has been done at the site and storm sewer is currently being put in place. Chair Pogalz stated the billboard sign that is to be removed is still in place. Engineer Krugler stated the billboard will need to be removed prior to issuance of a building permit for the Kwik Trip store. Chair Pogalz stated the landscaping plan is extensive and meets the requirements of Code. **Motion by Pogalz, seconded by Fisher, to recommend approval of the request of Nate Byom, of Kwik Trip, Inc, for Commercial Site Plan approval for the construction of a 9,100 square foot convenience store (retail facility), with 10 fuel dispensers, at proposed Lot 1, Block 1 of Elwell Commercial Park at the northwest corner of 143rd Avenue NE and Highway 65 NE subject to the recording of the plat of Elwell Commercial Park with Anoka County and Kwik Trip, Inc. providing proof of ownership of Lot 1, Block 1 before a building permit is issued, the septic design passing plan review, obtaining a Coon Creek Watershed District (CCWD) permit and National Pollutant Discharge Elimination System (NPDES) permit before groundwork begins, all exterior lighting meeting City Code requirements, meeting the requirements of the City Engineer, and meeting all State, County and City Code requirements. Commissioners Pogalz, Lejonvarn, Ross, Fisher and Dixon voted yes, Commissioner Entsminger abstained from the vote. Motion carried. *This application will be placed on the City Council's Monday, October 20, 2025 agenda.***

Chair Pogalz verified Ms. Wadsen had seen all documents in the packet. Ms. Wadsen stated she had, and that she has no concerns. Ms. Wadsen provided an update on recent communication Nate Byom has had with the CCWD.

Commissioner Entsminger returned to his seat at the table.

COMMISSION BUSINESS:

City Council Update

Chair Pogalz informed the Commissioners that the City Council concurred with the Commission's recommendations to approve the Conditional Use Permit for Enthusiast Car Co. A Planning Commissioner will not be present at the October 20, 2025 City Council meeting.

ADJOURNMENT:

Motion by Dixon, seconded by Fisher, to adjourn the Planning Commission meeting at 6:46 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk