

BALTIC PLANNING & ZONING BOARD  
MONTHLY MEETING  
SEPTEMBER 28, 2022 7 PM  
BALTIC CITY HALL  
130 ST OLAF AVE, BALTIC

I. CALL TO ORDER Chairman Ed Wilson called the meeting to order at 7 pm in the Baltic City Hall.

II. ROLL CALL

Answering roll call were Board Members Deb Murphy, Nathan Vrchota, Travis Schreurs and Ryan Sinding. Also present was Baltic City Attorney John Hughes, Grant Park Capital and Phillips Crossing Attorney Andy Grocutt and Barry Sackett (by telephone) of Goosman Law Office, Arie Hoekstra of ISG, Inc., Baltic School Superintendent Bob Sittig, School Board Members Pam Vollan and Chris Wilde, City Finance Officer Linda Hunnel, City CRM Lacey Branham and Maintenance Supervisor Ryan Fods.

There was a quorum of City Council present with the addition of Mayor Deborah McIsaac and Councilwoman Nikki Oien in the audience.

III. PLEDGE OF ALLEGIANCE Chairman Wilson led the meeting in the Pledge of Allegiance.

IV. NEW BUSINESS

a. Baltic Heights

i. Fence Variance - 522 David Ave

Mr. and Mrs. Heard were present to request a variance to build a 4-foot-high chain link fence one foot from their property line on the east side of their property. Chairman Wilson explained that the Heards lived on a corner lot, which gave them a double frontage, or two front yards. This type of fence was not allowed in a front yard, according to Baltic Zoning Regulations 12.08 Fences. The required setback is ten feet from the property line on the allowable frontage. Motion by Sinding to deny the variance of placing a fence one foot from the property line. Vrchota seconded the motion. Motion carried, all voting aye. Sinding asked that the fence ordinance be reviewed in the future.

b. Baltic Original

i. Review of 4<sup>th</sup> St plats (previously south trailer court)

Chairman Wilson said that the plat submitted by Marc Tommeraasen included the proper 66-foot width of the right of way requested by the City of Baltic. Wilson asked for approval of the plat, which will then be sent to City Council for their approval. Motion by Sinding, second by Vrchota to approve the plat of Lots 4A, 5, 6, and 7 of Baltic School Second Addition. Motion carried, all voting aye.

c. Langness Addition

i. Donovan/Von Holtum property line dispute

Chairman Wilson reported on a property line dispute between neighboring properties on Morefield Avenue. Board Member Vrchota asked if this was a civil

issue. City Attorney John Hughes said that the first item needed was a survey. He advised Mr. Von Holtum to talk to an Attorney as property encroachment is a civil issue. Mr. Von Holtum believed it was the city's responsibility to review the dispute. Chairman Wilson said pins need to be set by a surveyor and until a survey is done the board needs to move on to other issues.

*Tony Lee-Sewer Main Discussion. As Mr. Lee was not on the agenda, the item was tabled until the October 26<sup>th</sup> P&Z Meeting.*

d. Phillips Crossing / Grant Park Addition

i. Update erosion control/drainage

There was an extensive conversation on the status of items completed and items yet to be completed from the DANR and City of Baltic's punch list to Grant Park Capital and Phillips Crossing developments.

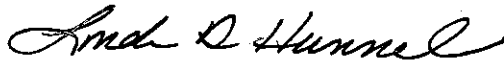
*This is a summary of Immediate Action Items, Action Items and Punch List items. To view the meeting and the memorandum in its entirety, visit [CityofBaltic.com](http://CityofBaltic.com).*

- Andy Grocott of Gooseman Law Firm, representing GPC and Phillips Crossing, thanked the City and ISG for their hard work in meeting with Banner and his firm to discuss outstanding items and to further progress to better Baltic. Mr. Grocott gave the Board a packet containing reports and the status of punch list items.
- Variances-Chairman Wilson said the developer had requested variances on certain cul-de-sac lots that did not meet the city's lot depth regulations due to development covenants that dictate house size based on lot size. Board member Vrchota and Schreurs recommended that there be a formula to apply to these lots. Vrchota made a motion to allow required lot depth minus measured lot depth be made a variance for non-livable space on the following lots: Lots 1,2,5 & 6 Karol Circle, Lots 1,2,5 & 6 Nichole Cove, Lots 1 & 5 Ronald Court, and Elizabeth Ave. Lots 13, 14, 16 & 17. Schreurs seconded. Motion carried, all voting aye.
- Citizen Tony Lee said he was concerned that this was setting a precedent of allowing developers to establish variance hardships in new developments. Board Member Schreurs remarked that this had been a learning process for the city. City Attorney John Hughes agreed that this development was a multimillion-dollar project and the city wants it to be successful.
- Drainage Easements S. Seventh Street- Chairman Wilson said there will be two 12 foot wide drainage easements on 7<sup>th</sup> Street, in Block 2 between Lots 2&3 and in Block 3 between Lots 3&4, running east to west. An additional drainage easement was discussed for the west side of Block 2, Lots 3&4.
- Grading- Grading will be adjusted to underdeveloped lots as developments fill. Chairman Wilson noted that all right of ways need to be graded properly.

- 7<sup>th</sup> Street- Andy Grocott said the culvert on 7<sup>th</sup> and Lovely will be maintained. Grocott also said that their contractor would like to start as soon as possible. ISG will send the necessary info to Mr. Grocott. The bacteria reports are also in. Chairman Wilson commented that they have been waiting for these.
- Detention Pond- There will be a detention pond in the Grant Park Capital development in Block 1, Lots 1,2 & 3. Board Member Murphy asked about the lack of a retention pond in Phillips Crossing and if it had been removed from preliminary plans. This will be investigated.
- Murphy's Pond- Grocott said Murphy's Pond will be cleaned out and the rip rap repaired as soon as the frost is stable. Grocott stated that cleanup will be diligent and ongoing.
- Water Pressure- Water pressure concerns were discussed. The Developer's engineer, Banner, had stated that current pressures will remain the same. The city asked for the supporting data to this claim and requested for current pressure and volume tests to be conducted.
- Baltic School System- Superintendent Bob Sittig, and Board Members Pam Vollan and Chris Wilde were present to discuss sediment clean up at the school. There had been a misunderstanding with the school concerning mandates that the school property be part of the cleanup. Chairman Wilson and Mayor Mclsaac reiterated that these mandates were not from the City of Baltic but were from the DANR. Wilson asked if the Developer had contacted the school about these mandates. Sittig replied they had not been contacted by the developer of Grant Park Capital and Phillips Crossing. Wilson replied that the letter from the DANR detailing these items of erosion control\cleanup was received by the city and the developer in June. Mayor Mclsaac stated that they were all under the assumption that the school was aware of the cleanup responsibility on school grounds of the developer. Regarding the letter written by Superintendent Sittig to the city concerning the temporary stoppage of building permits, Mayor Mclsaac asked the School Board to acknowledge the city is taking the proper precautions to protect the city's taxpayers from future erosion and infrastructure costs. Superintendent Sittig said the school board would consider with a formal request. Attorney Barry Sackett said the school site will be cleaned up with the school's permission.
- Developer's Agreement- Andy Grocott went over the Developers Agreement with the Board. Chairman Wilson asked that this be tabled until the water pressure reports were received. Mr. Grocott asked if any homes could be built in the meantime in the development. Mayor Isaac asked the Board if allowing south flowing properties to build would be an option. The Board opted to wait on any building permits until the reports were in for

water pressure. Chairman Wilson said this was an easy test to perform and results were readily available. Wilson said that a special meeting could be called to accommodate all parties involved once test results were received. Mr. Grocott commented on future grant funds promised for the water system, and the need to start basements before winter sets in.


- V. **ADJOURNMENT** There being no further business before the Board, Schreurs motioned to adjourn at 10:04. Vrchota seconded. Motion carried, all voting aye. The next regular meeting of the Baltic P&Z Board will be Wednesday October 26<sup>th</sup> at 7:00 PM in the Baltic City Hall.



Linda Hunnel  
Finance Officer



Mayor



Planning & Zoning Chairman