

**CITY OF BIG LAKE
PLANNING COMMISSION
REGULAR MEETING MINUTES
JUNE 16, 2021**

1. CALL TO ORDER

Chair Zettervall called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIENCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Commissioners present: Ketti Green, Alan Heidemann, Lisa Odens, Paul Seefeld, and Scott Zettervall. Commissioners absent: Scott Marotz. Also present: City Planner Lucinda Meyers.

4. ADOPT AGENDA

Commissioner Heidemann moved to adopt the agenda. Seconded by Commissioner Odens, unanimous ayes, agenda adopted.

5. OPEN FORUM

Chair Zettervall opened the Open Forum at 6:32 p.m.

No one came forward for comment.

Chair Zettervall closed the Open Forum at 6:33 p.m.

6. APPROVE MEETING MINUTES

6A. APPROVE REGULAR PLANNING COMMISSION MEETING MINUTES OF JUNE 2, 2021

Commissioner Green motioned to approve the June 2, 2021 Regular Meeting Minutes. Seconded by Commissioner Heidemann, unanimous ayes, Minutes approved.

7. BUSINESS

7A. PLANNING COMMISSION STRATEGIC PLAN

Meyers provided an overview of the revisions that have been implemented since the last meeting. Additional revisions were requested.

Zettervall requested standardized terminology for status. He also requested that the goal of “advising the City Council on land use topics” be added into the last objective, “Align land use controls with adopted policies”.

Commissioner Odens requested goal 6 be added to the objective, “Standardize roadway designs based on road classification.” Odens requested the addition of goal 2 to the objective, “research parking requirements” and that the priority of that same objective should be “high.”

The commission discussed next steps for the Strategic Plan. They will present it to the Council during an upcoming workshop.

8. PLANNER’S REPORT

There was no report provided.

9. COMMISSIONERS’ REPORTS

Commissioner Seefeld indicated that the City Council was about to begin a strategic planning process. Then he notified the commission that the Council tabled the Marketplace Crossing Preliminary Plat and PUD and requested input from the commission. He expressed concern about the message this action might send to developers. The commission discussed the concerns that were expressed by the Council. The commission encouraged Seefeld and other members of the City Council to ask questions prior to the meeting so they’re prepared when the time comes to make a decision.

10. OTHER

11. ADJOURN

Commissioner Green motioned to adjourn at 7:14 p.m. Seconded by Commissioner Odens, unanimous ayes, motion carried.