

**BIG LAKE PLANNING COMMISSION  
REGULAR MEETING MINUTES**

**DECEMBER 2, 2009**

**1. CALL TO ORDER**

Chair Becker called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Commissioners present: Kirby Becker, Ketti Green, Doug Hayes, Duane Langsdorf, Scott Marotz, Patricia May, and David Schreiber. Commissioners absent: none. Also present: Senior City Planner Katie Larsen and Economic Development Assistant Sandy Petrowski.

**3. ADOPT AGENDA**

Commissioner Hayes moved to adopt the agenda. Seconded by Commissioner Green, unanimous ayes, agenda adopted.

**4. OPEN FORUM**

Chair Becker opened the Open Forum at 7:01 p.m. No one came forward for comment. Chair Becker closed the Open Forum at 7:01 p.m.

**5. APPROVE PLANNING COMMISSION MEETING MINUTES OF NOVEMBER 4, 2009**

Commissioner Green motioned to approve the November 4, 2009 Meeting Minutes. Seconded by Commissioner May, unanimous ayes, Minutes approved.

**6. BUSINESS**

**6A. REVIEW OF CITY CODE REGARDING PARKING OF COMMERCIAL VEHICLES IN RESIDENTIAL DRIVEWAYS**

Planner Larsen reviewed the November 23<sup>rd</sup> Planning Report pertaining to the current City Ordinance for parking commercial vehicles in residential driveways. She noted that at a previous meeting, the Commission requested that staff draft some ideas/options as to how it may be possible to allow for semi-tractors and other commercial vehicles to legally park in residential driveways. Planner Larsen briefly reviewed examples of area cities' ordinances pertaining to commercial vehicle parking, the City of Big Lake's current ordinance, and a comparison of various vehicle types.

Planner Larsen reviewed issues to be considered by the Commission (i.e., Will all commercial vehicles as defined by City Code be allowed? Will vehicle length and height be limited? Should fencing or landscape screening be required on the side of the parked vehicle?). After a brief discussion (i.e., where commercial vehicles would be allowed to park, or how to notify new residents of the ordinance requirement), it was the consensus of the Commission to leave the current City Ordinance on Residential Off-Street Parking and Commercial Vehicles as is. The Planning Commission asked staff to investigate possible locations within and around the City where large commercial vehicles could park.

**7. PLANNER'S REPORT**

**7A. 2009 YEAR IN REVIEW**

Planner Larsen reviewed the 2009 Year in Review, which highlighted activities which took place during the eleven (11) meetings held by the Commission in 2009. This item was for information only; no action required or taken by the Commission.

**8. COMMISSIONERS' REPORTS – No reports.**

**9. OTHER**

**9A. REVIEW CURRENT TERMS OF PLANNING COMMISSION MEMBERS**

Planner Larsen reviewed the terms of the Planning Commissioners, noting that the terms for Commissioners May and Marotz expire as of December 31, 2009. Both Commissioner May and Commissioner Marotz indicated they would like to continue to serve another four-year term as Planning Commissioner.

Chair Becker indicated that he would be stepping down as Chair of the Planning Commission at the end of the year and asked that another Commissioner be appointed to the position. Planner Larsen asked the remaining Commissioners to contact staff if they are interested in serving as Planning Commission Chair in 2010, as nominations for Chair and Vice Chair will be considered at the January 6, 2010 meeting.

**9B. SCHEDULED 2010 PLANNING COMMISSION MEETING DATES**

Planner Larsen reviewed the 2010 Planning Commission meeting schedule and the 2010 Development Application Scheduled. No action required or taken by the Board.

**10. ADJOURN**

Commissioner Green motioned to adjourn at 7:40 p.m. Seconded by Commissioner May, unanimous ayes, motion carried.