

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

JANUARY 7, 2009

1. CALL TO ORDER

Chair Becker called the meeting to order at 7:01 p.m.

2. ROLL CALL

Commissioners present: Kirby Becker, Ketti Green, Duane Langsdorf, Scott Marotz, Patricia May, and David Schreiber. Commissioners absent: Doug Hayes. Also present: Senior City Planner Katie Larsen.

3. ADOPT AGENDA

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

4. OPEN FORUM

Chair Becker opened the Open Forum at 7:02 p.m. No one came forward for comment. Chair Becker closed the Open Forum at 7:02 p.m.

5. APPROVE PLANNING COMMISSION MEETING MINUTES OF DECEMBER 3, 2008

Commissioner Langsdorf motioned to approve the December 3, 2008 Meeting Minutes. Seconded by Commissioner Marotz, unanimous ayes, Minutes approved.

6. BUSINESS

6A. PUBLIC HEARING: CONDITIONAL USE PERMIT REGARDING A RELIGIOUS INSTITUTION TO BE LOCATED AT 790 MINNESOTA AVENUE

Senior Planner Katie Larsen reviewed the December 19th Planning Report regarding the application submitted for a Conditional Use Permit for a religious institution to be located at 790 Minnesota Avenue. She reported that in 2008, the property was rezoned from I-1 Industrial Park to B-3 General Business to allow for a multi-tenant office building and that City had also amended its zoning ordinance to allow for religious institutions in commercial districts with a CUP. The Commission briefly discussed the proposed parking, with staff noting that there are not anticipated parking issues due to differing hours of operation for each use and shared parking for joint facilities.

Chair Becker opened the public hearing at 7:10 p.m. No one came forward for comment. Chair Becker closed the public hearing at 7:10 p.m.

Commissioner May motioned to approve the Conditional Use Permit (CUP) for a religious institution to be located at 790 Minnesota Avenue. Seconded by Chair Becker, unanimous ayes, motion carried.

7. PLANNER'S REPORT

7A. 2009 DEVELOPMENT APPLICATION SCHEDULE

Planner Larsen reviewed the Development Application Schedule for 2009. No action required or taken by the Commission.

8. COMMISSIONERS' REPORTS – No reports.

9. OTHER

9A. COUNCIL APPOINTED PATRICIA MAY TO VACANT PLANNING COMMISSION SEAT (DISCUSSION ONLY)

Planner Larsen reported that Patricia May had been re-appointed to the Planning Commission seat vacated by Duane Langsdorf; Mr. Langsdorf will serve on the Planning Commission as the Council Liaison.

9B. APPOINTMENT OF CHAIR AND VICE-CHAIR AT FEBRUARY 2009 MEETING (DISCUSSION ONLY)

Planner Larsen reported that appointments to the position of Chair and Vice-Chair of the Planning Commission will take place at the February 4th regular meeting.

10. ADJOURN

Chair Becker motioned to adjourn at 7:15 p.m. Seconded by Commissioner Green, unanimous ayes, motion carried.