

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

OCTOBER 1, 2008

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, Duane Langsdorf, Scott Marotz, Patricia May, and David Schreiber. Commissioners absent: Doug Hayes. Also present: Senior Planner Katie Larsen, Community Economic Development Director, and Economic Development Assistant Sandy Petrowski.

3. ADOPT AGENDA

Commissioner Langsdorf 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. BUSINESS

5A. PUBLIC HEARING: VARIANCE REQUEST FOR 110 MONROE STREET (ACCESSORY STRUCTURE)

Senior Planner Katie Larsen reviewed the September 17th Planning Report pertaining to the variance request to allow for flexibility from Section 1020 of the City Code (Accessory Buildings, Structures & Uses) for an accessory structure to be located in the front yard at 110 Monroe Street. She stated that the applicant is proposing to construct a 576 sq. foot hobby shop/storage facility and further clarified that the applicant has stated that there would be not be a business operating out of the structure and that there would not be a driveway leading to the proposed structure.

Planner Larsen further discussed the subject property is unique due to the fact that: 1) the existing home on the property is located at the rear of the lot so the property does not have a rear yard to accommodate an accessory structure; and 2) the property is a corner lot and is considered to have two (2) front yards and two (2) rear yards, leaving only the front yard along Lake Street as the only buildable area for the proposed structure. She

indicated that, upon approval of the variance request, an abandoned outhouse would be removed upon approval of the variance, the plans will be revised to include a window on the NW side of the structure for visibility as well as requiring landscape shrubs to be planted along the structure, and the structure will be constructed using similar siding materials as the existing home on the site.

The applicant, Wayne Anderson, was present to answer questions of the Commission.

Chair Becker opened the public hearing at 7:11 p.m. No one came forward to comment. Chair Becker closed the public hearing at 7:11 p.m.

Chair Becker motioned to allow for an accessory structure in the front yard of the residence located at 110 Monroe Street, contingent upon the conditions as discussed and the requirements as listed in the September 17th Planning Report. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried.

5B. MARKETPLACE EAST CONCEPT PLAN REVIEW

Planner Larsen reviewed the September 18th Planning Report pertaining to the proposed Concept Plan for the Marketplace East development located within the Hudson Woods First Addition. The property owner, Dynamics Design & Land Company, LLC, is proposing to subdivide a portion of Outlot D as follows for high density residential, commercial, and industrial development: 1) twenty-eight (28) acres as R-3 High Density Residential; 2) nine (9) acres as B-3 General Business; 3) twenty-three (23) acres as I-2 General Industrial; and 4) twenty-three (23) acres as I-3 Isolated Industrial.

Mr. Marley Glines and Mr. Jim Brown, of Dynamics Design & Land Company, LLC, were present to answer questions of the Commission.

Chair Becker discussed his concern with the proposal and noted that he would prefer for the concept plan to be closer to what is stated in the City's Comprehensive Plan.

Commissioner Langsdorf stated that he does not have any major issues with the plan but he is concerned with the proposed density and how the industrial traffic flow will be handled through the residential development area.

Planner Larsen noted that the roadway, Marketplace Drive, will handle the traffic capacity as it was set up for a high density residential development.

Commissioner Marotz also expressed his concern with the traffic flow along Marketplace Drive, particularly because of the proposed mix of industrial and residential traffic that would flow through an area where there is a daycare facility, park and residential development along Marketplace Drive. He noted that he did not have an issue with the proposed industrial development along the railroad tracks but has an issue with the road not extending to County Road 15 at this time, which would require the industrial development traffic to travel through the residential development along Marketplace Drive in order to access or exit Highway 10.

Chair Becker stated his concern with the number of proposed residential driveway accesses that connect with Marketplace Drive.

Mr. Brown noted that they believe that the proposed roadways within the plan are meeting the overall traffic plan of the City and that the road was a critical connection in creating the proposal as the Township and City has wanted this roadway to eventually connect to County Road 15.

Commissioner Schreiber stated his concern with the proposed land use and questioned if the Commission believes that this proposal is the best fit for an area that has one of the last vestage that we have for wooded land. He further stated that believes that this area should not be used for industrial or high density as the current tree count on that parcel is enormous and it would be difficult to satisfy the City's tree preservation requirements and that he believes that a medium to low density development with a lot of tree preservation would be best served in the project site. Mr. Schreiber suggested that all Committee Members (Council, Planning Commission, Parks Committee, etc.) visit the proposed project site to see for themselves the number of trees on the property in order to determine if the area would be best for high density and industrial development. He also asked how the three (3) ponds located on the site would be preserved.

Mr. Glines stated that their proposed plan does preserve the ponds.

Commissioner Schreiber asked if the developer was asking to have the area rezoned to industrial because of the change in the residential market. Mr. Glines stated that this proposal has been in the planning stages for the last 1-1/2 years and that the planning has nothing to do with the current market.

Regarding the discussion on the planning of the project due to the current market, Economic Development Director Jim Thares stated that the developer has been talking with staff about what can be done differently along the rail as some of the current commercial development along the rail is not selling and staff has encouraged them to

look at potential industrial rail development. He noted that this concept plan was brought before the Big Lake Economic Development Authority (BLEDA) at their last meeting and the BLEDA liked the plan but had concerns about the transportation issue, suggesting that the roadway connect to the Township collector road to move the traffic to the north.

Commissioner Marotz stated that he was concerned with the fact that it is not known when, if at all, there will be a road extension easterly to County Road 15 but, if it was extended, then the current proposal would make sense.

Planner Larsen stated that the developer has asked for a special meeting to be scheduled by the Planning Commission to consider the preliminary plat and final plat for this proposal. Chair Becker questioned why the developer was asking for such a consideration of a faster review cycle than what is normally followed via the established development application schedule. Mr. Glines stated that they have a timetable to meet with the investors with whom they are working.

Planner Larsen stated that the proposed timetable for this project would be to forward the Concept Plan along with the minutes from this meeting to the City Council for consideration at their October 8th meeting. The preliminary plat and final plat would then be brought before the Planning Commission for consideration at a Special Meeting, to be scheduled on October 29th, and then forwarded to the City Council for consideration at their November 12th meeting.

Commissioner Langsdorf requested that, when the Concept Plan comes back for review by the Commission on October 29th, a copy of the current plat for the entire piece of property be provided in order to compare it with the current proposal. Planner Larsen indicated that staff would provide the documentation as requested at the October 29th meeting.

6. PLANNER'S REPORT

6A. MN APA CONFERENCE (DISCUSSION ONLY)

Planner Larsen briefly reported on the Minnesota APA conference which she attended recently in Duluth, Minnesota, noting that it was a very interesting/informative conference but that she would provide information on the conference to the Commission at a future meeting.

6B. COMPREHENSIVE PLAN UPDATE (DISCUSSION ONLY)

Planner Larsen reported that the last update to the Comprehensive Plan Update was completed in 2004 and that it is suggested that the documentation should be reviewed every ten (10) years. However, due to current budget constraints, staff is suggesting that the next update be postponed for another year.

TOD FIELD RESEARCH TRIP TO CHICAGO

Planner Larsen reported that on Sunday, September 28th, a group consisting of City staff, Committee Members, and local developers participated in an overnight field trip to TOD sites located in communities surrounding Chicago, Illinois (Woodstock, Illinois, Barrington, Illinois, and Palatine, Illinois) for the purpose of observing the communities' TOD sites and surrounding developments. She noted that it was a very good tour that provided many insights of what can happen with the Big Lake TOD site.

7. COMMISSIONERS' REPORTS

Chair Becker reported that he recently attended a TOD conference in Portland, Oregon at which they toured the Portland transit system which consists of commuter rail, a streetcar system operating with a bus line, and a monorail system for a local university.

Chair Becker also asked if the Planning Commission could have as an item on the November or December regular meeting agenda to discuss goal setting/"year in review" in preparation for the annual goal setting session held with all Departments every January. Staff agreed to have a goal setting item at meeting before years end.

8. OTHER

8A. SPECIAL PLANNING COMMISSION MEETING ON OCTOBER 29, 2008

Commissioner Chair Becker motioned to call a special meeting of the Planning Commission at 7:00 p.m. on Wednesday, October 29, 2008 to consider the preliminary plat and final plat applications submitted by Dynamics Design & Land Company, LLC. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried.

9. ADJOURN

Commissioner Green motioned to adjourn at 8:54 p.m. Seconded by Commissioner Chair Becker, unanimous ayes, motion carried.