

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

March 15, 2006

1. CALL TO ORDER

Chair Parsons called the meeting to order at 7:03 p.m.

2. ROLL CALL

Commissioners present: Doug Hayes, Duane Langsdorf, Scott Marotz and Melinda Parsons. Commissioners absent: Kirby Becker, Tony Benecke and David Schreiber. Also present: Assistant City Administrator Scott Johnson, Economic Development Director Jim Thares, City Planner Ned Noel, City Planner Annie Deckert, Consultant Planner Nate Sparks of Northwest Associated Consultants, Inc. (NAC) and City Attorney Matt Brokl.

3. OPEN FORUM

Chair Parsons opened the Open Forum at 7:03 p.m.

Chair Parsons closed the Open Forum at 7:04 p.m.

4. ADOPT AGENDA

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

**5. APPROVE PLANNING COMMISSION MEETING MINUTES OF JANUARY 18
,2006**

Commissioner Langsdorf motioned to approve the January 18, 2006 Meeting Minutes. Seconded by Commissioner Hayes, unanimous ayes, Minutes approved.

6. BUSINESS

6A. PUBLIC HEARING: Conditional Use Permit for 621 Rose Drive (Hardware Hank)

City Planner Annie Deckert stated the purpose of this item was to hold a public hearing for a conditional use permit for outdoor sales to be allowed at 621 Rose Drive, Hardware Hank. The applicant, Chuck Hultman, is proposing to conduct outdoor sales in a 32' by 3'6" (112 sq.ft.) area in front of his business. The applicant would like to sell various commodity items throughout the year. The items would remain in the designated area and would not exceed 4' in height.

Ms. Deckert stated the applicant would be placing 2 (two) 4' tall partitions made of EFIS (to compliment the proposed façade) on either side of the proposed area to block the items from view of the pedestrians walking parallel to the building. Staff recommended approval provided the applicant shall not display any item outside of the proposed area, any item over 4' in height, any item not listed on the provided list and installs the 4' EFIS partitions on either side of the proposed area.

Chair Parson opened the public hearing at 7:09 p.m.

Chuck Hultman, 621 Rose Drive explained he has conducted sales in Big Lake for over twenty years. Customers are used to buying these goods, which increases traffic in the mall.

Chair Parsons closed the public hearing at 7:11 p.m.

Commissioner Langsdorf questioned the height of the propane cylinder exchange unit and pop machine located to the east of the front entrance.

Ms. Deckert stated that no item over 4' tall, with the exception of these two units, will be placed outdoors for sales.

Commissioner Hayes motioned to approve the conditional use permit to allow for outdoor sales at 621 Rose Drive (Hardware Hank). Seconded by Commissioner Marotz, unanimous ayes, motion carried.

Commissioner Hayes motioned to move item 6B Ordinance Amendments for Zoning and Subdivision Chapters of the Big Lake Municipal Code to 6D. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried

6C. PUBLIC HEARING: Amendment to Conditional Use Permit/Planned Unit

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Development for 726 Martin Avenue (Big Lake Town Square)

Mr. Noel stated that the purpose of this item was to hold a public hearing to consider an application for an amendment to Big Lake Town Square CUP/PUD. This amendment is required for an accessory trash enclosure located in the required front yard setback as well as additional existing dumpsters.

Chair Parson opened the public hearing at 7:16 p.m.

Chair Parsons closed the public hearing at 7:17 p.m.

Commissioner Hayes inquired about parking and noted past discussions regarding trash enclosures before the Big Lake Town Square had final approval. He suggested screening the dumpsters.

Commissioner Langsdorf inquired about the number and size of dumpsters and suggested larger dumpsters and a different location.

Chair Parsons inquired about a time frame on finishing the proposal.

Paul Tucci, Oppidan Development, 5125 County Road 101, #100 Minnetonka, MN stated the number of total parking stalls is three over the required number of stalls. There are two existing dumpsters and a new one will be placed in the parking lot. Because of the nearby pond and electrical transformer the area to place the new dumpster is limited.

Mr. Noel stated that the City has received the building permit for the enclosure. The applicant will provide a screening plan for all trash enclosures.

Commissioner Langsdorf motioned to approve the amendment to the Conditional Use Permit/Planned Unit Development for 726 Martin Avenue (Big Lake Town Square). Seconded by Commissioner Hayes unanimous ayes, motion carried.

6D. PUBLIC HEARING: Conditional Use Permit, Variance and Site & Building Plan Review for 570 Humboldt Drive (North Star Place)

City Planner Ned Noel reviewed the proposed plan for redevelopment for 570 Humboldt Drive. The applicant will need three conditional use permits (for the proposed auto/tire service business, to defer parking requirements and to phase façade improvements), two variances (for parking setback flexibility) and a site and building plan review (to demonstrate zoning compliance).

Mr. Noel reviewed the proposal and noted the proposed signage and landscaping plan.

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He stated all signs must obtain an administrative permit, complying with all applicable ordinances. Detached signage must be coordinated in such a way to compliment the building materials and scale.

Commissioner Hayes inquired about the applicant's interest in using different exterior building materials and suggested being consistent with surrounding buildings. He also inquired about the timeline of the project.

Kevin Schlangen, 35123 County Road 2, Waite Park, MN stated he would be open to looking into different options for building materials and would like to begin construction beginning summer. He reviewed a color rendering of the proposal and noted the different building materials and colors.

Chair Parson opened the public hearing at 7:45 p.m.

Chair Parsons closed the public hearing at 7:46 p.m.

Commissioner Marotz suggested revising the building materials and adding additional stone for small accent areas on the front entry way.

Commissioner Hayes questioned about potential outdoor issues and emergency access.

The applicant stated the tire-business is self-contained and the proposal includes emergency access around the entire building.

Commissioner Hayes motioned to approve the Conditional Use Permit, Variance and Site & Building Plan Review for 570 Humboldt Drive (North Star Place) with the suggested conditions. Seconded by Commissioner Marotz, unanimous ayes, motion carried.

6B. PUBLIC HEARING: Ordinance Amendments for Zoning and Subdivision Chapters of the Big Lake Municipal Code (moved to item 6D)

Chair Parson opened the public hearing at 8:01 p.m.

Chair Parsons continued the public hearing to the April 19, 2006 Planning Commission meeting.

Chair Parsons closed the public hearing at 8:02

Commissioner Hayes motioned to continue the public hearing to the April 19, 2006 Planning Commission meeting. Seconded by Commissioner Langsdorf, unanimous

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ayes, motion carried.

7. **PLANNER'S REPORT**

- **Speed Limit Report**
- **County-Wide Building Permit Report**
- **Land Use Court Decision**
- **Educational Opportunities**

Items will be discussed at a future meeting.

8. **COMMISSIONERS' REPORTS**

9. **ADJOURN**

Commissioner Hayes motioned to adjourn at 8:04 p.m. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried.